

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

September 16, 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, Bruce DeBlicek, Douglas Reese, Richard Halterman, Nancy Houlahan, Vince Van Heuveln, and Rick Fagerlie; Present 9, Absent 0.

Also present were City Administrator Michael Schmit, City Attorney Richard Ronning, Parks and Leisure Services Director Dale Johnson, Public Safety Director Dan Strootman, Finance Director Steve Okins, Public Works Director Mel Odens, Planning and Development Services Director Bruce Peterson, and City Clerk Kevin Halliday.

Additions to the Agenda included recognition of Council Member Richard Halterman's years of service, development of an Aquatic Center Committee, and announcement of the Fine Arts Celebration.

Council Member Reese offered a motion adopting the Consent Agenda, which included the following: City Council Minutes of September 2; Building Inspection Report for August; Pioneerland Library System Board Minutes of July 16, 1998; Housing and Redevelopment Authority Minutes of August 11, 1998; Zoning Appeals Board Minutes of August 31, 1998; Park Board Minutes of September 1, 1998; and Senior Citizen Council Minutes of September 2, 1998. Council Member Kelly seconded the motion, which carried.

The Public Works/Safety Committee Report of September 8, 1998, was presented to the Mayor and Council by Council Member Halterman. There were five items for Council consideration.

Item No. 1 The Committee met with Keith Voss and Patrick Weidemann of Mn/DOT to discuss the possible funding and the status of completion of the bypass ramps. The Committee reviewed a letter from the District Engineer stating Mn/DOT's position on the project and recommended submitting a preliminary application to the ATP Board for funding consideration.

The Committee also discussed constructing the ramps with City funds and receiving reimbursement from the State in the future. The Committee was recommending to the Council to direct staff to pursue an agreement with Mn/DOT for cost participation and construction of the three ramps before 2002 and alternately submitting an application to the ATP. Council Member Halterman moved to approve the recommendation of the Public Works/Safety Committee with Council Member Kelly seconding the motion, which carried.

Item No. 2 The ordinance for recreational burning was referred back to Committee. It was noted that it cannot be brought back to the City Council for hearing unless there are significant changes made. The Committee discussed a possible change in the distance requirement, a grandfather clause for existing pits, and the regulations pertaining to grills on the upper patios of apartment complexes. The Committee was recommending to the Council to direct staff to prepare an ordinance addressing only the use of grills on apartment patios to be brought back to Committee. Council Member Halterman moved to approve the recommendation of the Public Works/Safety Committee with Council Member Reese seconding the motion, which carried.

Item No. 3 Staff presented to the Committee a request for final payment to Duininck Bros. for the milling and overlay of First Street between Willmar and 19th Avenues. The work has been completed, and the final costs were under the amount budgeted. The Committee was recommending to the Council to accept

the project and approve final payment in the amount of \$9,489.65.

Resolution No. 1 was introduced by Council Member Halterman, seconded by Council Member Kelly, read by Mayor Heitke, and approved on a roll vote of Ayes 8, Noes 0.

RESOLUTION NO. 3
ACCEPTING PROJECT AND AUTHORIZING FINAL PAYMENT

PROJECT NUMBER: 9803
IMPROVEMENT: First Street Mill and Overlay Improvements

CONTRACTOR: Duininck Bros., Inc.
DATE OF CONTRACT: July 22, 1998
BEGIN WORK: August 3, 1998
COMPLETE WORK: August 11, 1998
APPROVE, CITY ENGINEER: September 4, 1998

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

1. The said Project No. 9803 be herewith approved and accepted by the City of Willmar.
2. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT:	\$157,014.41
Change Orders (None)	\$0.00
FINAL NET CONTRACT AMOUNT, PROPOSED:	\$157,014.41
ACTUAL FINAL CONTRACT AMOUNT AS CONSTRUCTED:	\$155,174.98
Less Previous Payments (Estimate No. 1)	\$145,685.33
FINAL PAYMENT DUE CONTRACTOR:	\$9,489.65

Dated this 16th day of September, 1998.

 /s\ Lester Heitke
MAYOR

 /s\ Kevin Halliday
Attest: CITY CLERK

Item No. 4 Staff updated the Committee on the recent equipment purchases for various departments. Seven items including a ½ ton inspection pickup, survey van, sewer rodder, 1 ton and 1 ½ ton pickups with boxes, skid loader and front end loader, are being purchased. These items are in the vehicle replacement schedule. This matter was for information only.

Item No. 5 Staff informed the committee of an upcoming house burn at the Aarvig property located at 3842 - 15th Avenue SW. The burn is scheduled for October 15. This mater was for information only.

The Public Works/Safety Committee Report of September 8, 1998, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Halterman, seconded by Council Kelly, and carried.

The Finance Committee Report of September 9, 1998, was presented to the Mayor and Council by Council Member Kelly. There were two items for Council consideration.

Item No. 1 The Committee was recommending a resolution for the 1999 property tax levy. The total net levy after HACA is \$2,246,964, up from \$2,053,655 in 1998. The proposed increase includes new construction and increased market values. The total net levy after HACA for the Housing and Redevelopment Authority is \$62,689, up from \$58,421 in 1998.

Resolution No. 2 was introduced by Council Member Kelly, seconded by Council Member Fagerlie, read by Mayor Heitke, and approved on a roll vote of

- 2) The new agreement would be for a period of two years commencing July 1, 1998, through June 30, 2000.
- 3) The City would pay annually to Willmar Air Service (WAS) \$27,500.
- 4) WAS will promptly hire and retain a qualified individual to work on Airport management issues as currently defined in existing Airport management agreements and the recently approved City position classification for Airport manager.
- 5) WAS would continue to provide traditional FBO services as detailed in previous FBO agreements.
- 6) The main hangar, storage area and terminal building will be provided rent free to WAS, said provision having a cash value of approximately \$8,000.
- 7) WAS would pay to the City \$.05 per gallon from fuel revenues, up from \$.04 per gallon currently being paid.

The Committee recommended to the Council adoption of the management agreement with Willmar Air Service under the general terms and conditions as listed. Council Member Reese moved to approve the recommendation of Labor Relations Committee with Council Member Christianson seconding the motion, which carried.

The Committee then recommended the concept of creating an Airport Commission to oversee the management agreement; development of Airport standards; and the design, development, construction and management of a new Airport facility. It was the consensus of the group that this would be a valuable addition to the City's organizational structure. The Committee recommended to the Council the creation of a commission and to direct the Mayor to recommend names for membership at the earliest possible date. Following discussion, the Council directed staff to prepare a recommendation on the proper airport authority and to report back to the Committee.

Item No. 3 The Committee considered a proposal from City Administrator Schmit to conduct a compensation study for the City of Willmar. It was explained that the study was intended to develop uniformity between the City, Municipal Utilities and Rice Hospital regarding contract matters, job values and pay structures, and to set the stage for preparation of pay equity reporting requirements. The proposal to conduct the study includes job analysis, job evaluation, pay structure design, and pay equity compliance review of all position classifications within the MUC and City proper organizations. The program would be modeled after the Hospital's Hewitt Plan and would require the cooperative funding efforts of the City and Municipal Utilities. It was estimated that the City's share for the project would be \$22,668. Brad Schmidt, representing the Municipal Utilities Commission, was present to participate in the discussion. The Committee recommended approval of the compensation study and urging participation of the Municipal Utilities Commission. Council Member Reese moved to approve the recommendation of Labor Relations Committee with Council Member Kelly seconding the motion, which carried.

The Labor Relations Committee Report of September 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 Community Development Committee Report of September 10, 1998, was presented to the Mayor and Council by Council Member DeBlieck. There were eight items for Council consideration.

Item No. 1 City Clerk Kevin Halliday presented a proposed joint agreement for transit services in Kandiyohi County. The Committee discussed the makeup and powers of the joint transit board. It was noted that a separate transit system operations board would oversee the actual operations of the system, as well as manage an executive director.

The Committee indicated support for the proposed system structure, and

architectural fees of 7.25% of the higher of \$3,100,000 or actual project construction costs.

Dated this 16th day of September, 1998.

 /s\ Lester Heitke
MAYOR

 /s\ Kevin Halliday
Attest: CITY CLERK

The Community Development Committee Report of September 10, 1998, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member DeBlieck, seconded by Council Member Christianson, and carried.

City Clerk Halliday presented a resolution to the Mayor and Council pertaining to noncollectable special assessments in Projects 9605 and 9801. The affected property lies outside of the City limits. Staff recommended filing the potential pending assessments in the Office of the Kandiyohi County Recorder.

Resolution No. 6 was introduced by Council Member Reese, seconded by Council Member Fagerlie, read by Mayor Heitke, and approved on a roll vote of Ayes 8, Noes 0.

RESOLUTION NO. 6

WHEREAS, the City of Willmar has ordered the improvements of South First Street from 19th Avenue South to the entrance of WalMart to wit: City Project No. 9605; and the 1998 Street and Other Improvements to-wit: City Project No. 9801; and

WHEREAS, the City of Willmar has some assessments which are not collectable because the benefited property lies outside of the City limits of the City of Willmar; and

WHEREAS, the City Council believes it to be in the best interests of the City of Willmar as well as the public to be aware of the pendency of such assessments;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar, that the potential assessments to be levied against the real estate described on Exhibit A attached hereto be filed in the Office of the Kandiyohi County Recorder for purposes of advising the public of the pendency of such potential assessments.

Dated this 16th day of September, 1998.

 /s/ Lester Heitke
MAYOR

 /s/ Kevin Halliday
Attest: CITY CLERK

It was announced there will be no Council Committee meetings prior to the next meeting of the City Council.

Mayor Heitke informed the Council that the Aquatic Center Committee list will be forthcoming at the next meeting. The School Board has requested to have representation on the committee in order to work with the Council on this issue.

Mayor Heitke honored and recognized Council Member Richard Halterman for his 22 years of service on the City Council. Within those years he served as Chairman of the Public Works/Safety Committee for some 20 years, and also as

Mayor Pro Tempore filling in for the Mayor in his absence. Mayor Heitke acknowledged Council Member Halterman's engaging sense of humor and presented him with a plaque dedicated in his honor.

Mayor Heike gave honorable mention to Council Member Halterman's dedication and willingness to participate on various committees and requested Mr. Halterman to continue to serve on the Minnesota Council of Airports and Hawk Creek Watershed District.

Council Member Kelly thanked Council Member Halterman for the opportunity to serve with him for ten years, and City Administrator Schmit also thanked him for dedication and years of service.

Council Member Halterman thanked everyone who had made his service possible over the years and read a favorite essay of his by Robert Hastings.

Mayor Heitke announced the forthcoming Fall Art Celebration in the downtown to be held on Saturday, September 19 and the Bradley Joseph Concert at 6:30 p.m.

Mayor Heitke informed the Council of the resignation of Dr. Theresa Vrabel from the Rice Memorial Board and recommended the appointment of Dr. Michael Morris to fill the vacancy effective October 1, 1998. Council Member Van Heuveln moved to approve the recommendation of Mayor Heitke with Council Member DeBlieck seconding the motion, which carried.

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 DeBlieck, and carried.

Attest:

MAYOR

SECRETARY TO THE COUNCIL