

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

October 7, 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 DeBlieck, Douglas Reese, Nancy Houlahan, Vince Van Heuveln, and Rick Fagerlie; Present 8, 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, Public Works Director Mel Odens, Finance Director Steven Okins, and City Clerk Kevin Halliday.

Additions to the agenda included a proclamation recognizing manufacturers and the appointment of Mayor Pro Tempore.

Mayor Heitke read his proclamation recognizing Minnesota Manufacturers week of October 12 through 16, 1998.

Council Member Reese offered a motion adopting the Consent Agenda which included the following: Board of Canvass Minutes of September 16, City Council Minutes of September 16, MUC and Kandiyohi Power Cooperative Board Minutes of September 1, Municipal Utilities Commission Minutes of September 14 and 28, Rice Hospital Board Minutes of September 16, Airport Advisory Committee Minutes of September 21, Zoning Appeals Board Minutes of September 14 and 28, and Planning Commission Minutes of September 30, 1998. Council Member Fagerlie seconded the motion, which carried.

The Public Works/Safety Committee Report of September 29, 1998, was presented to the Mayor and Council by Council Member Reese. There were seven items for Council consideration.

Item No. 1 Erin Biehn, Coordinator for the Hawk Creek Watershed Study, appeared before the Committee to present an update on the project and thank the City for its cooperation. Monitoring sites have been established and starting in the spring of 1999 a diagnostic study will be implemented to assess the priority areas in the watershed. Sampling sites will continue to be monitored throughout the watershed district. This matter was for information only.

Item No. 2 The Committee reviewed a draft ordinance developed by Barr Engineering pertaining to storm water management. Barr used model ordinances from other cities to establish an ordinance, which will enable the City to have some control over future development. Committee Members were asked to review the ordinance prior to the next Committee meeting in October, in which Barr Engineering will be present to overview and answer any questions. This matter was for information only.

Item No. 3 Staff presented to the Committee letters relating to correspondence between the City and the Minnesota Pollution Control Agency (MPCA). The media inside the trickling filter failed on August 12, 1998. The MPCA was notified immediately and instructed the City to develop a corrective plan. The City entered into a contract with Bonestroo and Associates for engineering support services related to replacement and repair of the trickling filter.

The Committee reviewed a quote tabulation and discussed the price variation between those received. The difference between the two alternates is that "B" includes using City trucks and labor to haul the media to the landfill. Staff has contacted Robert L. Carr Company to clarify the quote, and they have indicated they will honor their price. Staff was directed to explore the possibility of

using Alternate "A." This matter was for information only.

Item No. 4 Staff informed the Committee that the City has received notice that the Minnesota Department of Economic Security has been funded \$1.4 million to be disbursed to the State of Minnesota in the form of block grants. Based on the crime rate and other factors, the City of Willmar is eligible to receive \$9,000 and Kandiyohi County just under \$11,000. There are a number of areas that this funding can be used with staff recommending interagency information and sharing pertaining to juvenile crime. Staff requested permission to pursue the block grant through a team approach with the County. There is a \$1,000 local match, which can be funded from the operational budget.

The Committee was recommending to the Council to authorize staff to submit the application for the block grant. 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. 5 Staff presented to the Committee the burning ordinance as redrafted from the original pursuant to Council directive. The ordinance as presented addresses only the use of fires or barbecues in any structure containing three or more dwelling units and the storage of fuel.

The Committee was recommending to the Council to introduce the ordinance for hearing at the October 21, 1998, Council meeting. Council Member Reese offered a motion to introduce the Ordinance Regulating the Use of Barbecue Grills and Regulating the Storage of Fuels in Residences with Three or More Living Units in the City of Willmar. Council Member DeBlieck seconded the motion, which carried.

Item No. 6 The Committee reviewed a developers agreement with Ron Christianson to extend the sewer and water 410 feet on 22nd Avenue SW with the remaining roadwork to be in the 1999 improvement project. The present assessment policy requires Council approval on all developers' agreements.

The Committee was recommending to the Council to authorize the Mayor and City Administrator to enter into the agreement on behalf of the City and authorize acceptance of the quote. 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. 7 The Committee reviewed a request regarding Valley Brook street lighting. This request was due to the increased traffic from the Valleyside Townhome Development. Staff proposed adding three lights to fill in between the existing lighting on 7th Avenue NW between County Road 5 to the west where the lighting starts. The Committee reviewed the estimate from Municipal Utilities and staff recommended including the improvement in the 1999 Improvement Report.

The Committee was recommending to the Council to direct staff to include the street lighting in the 1999 Improvement Report. Council Member Reese moved to approve the recommendation of the Public Works/Safety Committee with Council Member Christianson seconding the motion, which carried.

The Public Works/Safety Committee Report of September 29, 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 Finance Committee Report of October 5, 1998, was presented to the Mayor and Council by Council Member Kelly. There were three items for Council consideration.

Item No. 1 Mayor Heitke and staff presented to the Committee for review the 1999 Mayor's Proposed Budget. Items discussed were the budget calendar, proposed revenues, and appropriations.

Certain dates on the budget calendar were changed to comply with the Truth-

in-Taxation requirements. Future meetings were scheduled as follows: live broadcast on WRAC-8 for October; November 23, for the evening Finance budgetary meeting; December 7, for the initial Truth-in-Taxation hearing; December 14, for the continuation meeting if necessary; and December 16, 1998, for the subsequent hearing to take formal action to adopt the 1999 property tax levy and budget.

Various differences, by department, between 1998 revised budgets and 1999 proposed budgets were reviewed by the Committee. This matter was for information only at this time with formal recommendation to be taken at the November 23, 1998, Finance meeting. This matter was for information only.

Item No. 2 The Committee reviewed the August Lodging, Rice Financial, Rice Trust, and Pioneerland Library reports. This matter was for information only.

Item No. 3 The Committee placed the following items on future agendas: 1999 Mayor's Proposed Budget and Law Enforcement financing. This matter was for information only.

The Finance Committee Report of October 5, 1998, were approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Kelly, seconded by Council Member Christianson, and carried.

The Mayor and Council considered the preliminary plat for Hughes Addition, a two-lot plat intended as the site of an oral surgery center. It was noted the Planning Commission has approved the plat with the addition of easement requested by the Willmar Municipal Utilities. Council Member Kelly moved to approve the preliminary plat for Hughes Addition with the addition of the easement. Council Member Fagerlie seconded the motion, which carried.

The Mayor and Council discussed the appointment of election judges for the November 3, 1998, General Election. Resolution No. 1 was introduced by Council Member Kelly, seconded by Council Member Fagerlie, read by Mayor Heitke, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 1

BE IT RESOLVED, that the individuals listed below be appointed as Judges to work at the General Election in the City of Willmar on November 3, 1998:

WARD ONE	Precinct One:	Dorothy Fransen Pat Gimse Carol Baker Gerry Nyberg Stanza Haagenson Joan Shultz
	Precinct Two:	Pat Hadder Dona Wiekling Joan Butler Rosemary Habicht Alice VanOrt Don Bergman
	Precinct Three:	Carol Bredeson Arlene Rice Owen Heuring Bill Schultz Lee Durst Francis Rahn
	Precinct Four:	Dan Pederson Ardell Engwall Joey Werder Howard Freeberg Marlys Boeder

WARD TWO	Precinct One:	Daisy Score Beverly Chambers Leonette Sadler Myron Schroeder Doris Helsper Dan Reigstad
	Precinct Two:	Jean Lessman Eilene Magnuson Lea Braun Lenora Neuman Marlene Backer Marie Carlson
	Precinct Three:	Doris Doerhofer Mary Lorentzen Marilyn Hanson Margett Negen Betty Schow Donna Hillenbrand
WARD THREE	Precinct One:	Elizabeth Lackore Mavis Hagert Iona Andreen Elaine Pearson Ruby Bernhagen Harriet Levy
	Precinct Two:	Ann Pederson Marcella Erickson Lucille Lysne Floyd Boeder Melvin Poppen Rosemary Peters
	Precinct Three:	Millie Holverson Blanche Berger Neil Coffey Juna Halstrom Donna Allen C. Leonard Pearson
WARD FOUR	Precinct One:	Joyce Hanson Margie Carlson Beverly Ledeboer Rhoda Lang Ed Hadder Gladys Zuidema
	Precinct Two:	Marsha Butterfield Ruby Freeberg Penny Selseth LeCharl Lessman Dirk Medema Stanley Marcus
	Precinct Three:	Bob Jones Francis Yule Verle Watson Arlene Syverson Connie Heath Linda Nemitz
Absentee Judges:		Jean Pearson Marvis Hendrickson

Reserve Judges:

Beverly Hutchinson
Sharon Baker
Donna Peterson

Dated this 7th day of October, 1998.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

District 15 Senator Dean Johnson and District 15A Representative Al Juhnke appeared before the Mayor and Council to discuss several issues raised by the Coalition of Greater Minnesota Cities. Topics discussed were LGA/HACA, new education homestead credit, levy limits, wastewater standards of the MPCA, annexation rules, and the transportation funding formula. Following the topical discussions, the Mayor thanked Mr. Johnson and Mr. Juhnke for their efforts in serving the Willmar area citizens.

Mayor Heitke called for a recess at 8:55 p.m. and reconvened the meeting at 9:07 p.m. Council Member Van Heuveln was excused from the meeting at this time.

City Clerk Halliday presented to the Mayor and Council the Kandiyohi Area Transit proposal developed by representatives of local transportation providers. It was noted that plans included developing a County public transit system and expanding the Willmar transportation system. The vision of the group was to develop a public transportation system that will get people where they want to go/when they want to go; is affordable to the customer and cost-effective for the public; a system which enjoys community ownership, pride and support, and accesses a broad base of community leadership and resources. Determining how area agencies can work together to provide county-wide transportation is a complex process and may be ongoing for several more months.

Tom Gottfried, MnDOT Office of Transit Project Manager, has guided the efforts of the task force. This is a local endeavor with 65 percent fiscal support provided by the State of Minnesota and the balance in local contributions.

The task force has solicited input from a variety of stakeholders such as businesses, consumer groups and service agencies. The task force has developed a five-year vision of service in the City and County.

A draft proposal and budget was presented showing operational hours from 6:00 a.m. to 6:00 p.m., Monday through Friday. Staff was recommending that the Council enter into the Joint Powers Agreement

Council Member Kelly offered a motion to approve the entering into the Joint Powers Agreement. Council Member Fagerlie seconded the motion, which carried.

Council Member Reese moved to appoint Council Members Fagerlie and DeBlicke to the Kandiyohi Area Transit Joint Powers Board Task Force. Council Member Kelly seconded the motion, which carried.

The Council reviewed Mayoral appointments to the Aquatic Pool Task Force as follows: Gary McDowell, Mary Collier, Mary Sawatzky, Mike Reynolds, Joel Jorgenson, Larry Laingen, Donna Middelton, Sharon Tollefson, Julie Asmus, Janine Warner, Evie Fullerton, Russ Bennett, Doug Reese, Nancy Houlahan, Bill Patterson, Margo Nemitz, Fernando Alvarado, David Boyer, Tracy Jansons, Jeff Filipek, Don Bergman, Val Swanson, Brad Friedland, Dale Johnson, Eric Nordstrom, Jay Loettke, John Seifert, Jim Schnell and Marcia Johnson. Council Member Kelly moved to approve the Mayor's recommendations for the Aquatic Pool Task Force. Council Member Fagerlie seconded the motion, which carried.

Announcements for Council Committee meeting dates were as follows: Public Works/Safety, October 13; and Community Development, October 14, 1998.

The Council discussed the need to appoint a Mayor Pro Tempore to replace

Richard Halterman. Resolution No. 2 was introduced by Council Member Kelly, seconded by Council Member DeBlicek, read by Mayor Heitke, and approved on a roll call vote of Ayes 6, Noes 0.

RESOLUTION NO. 2

WHEREAS, the Charter of the City of Willmar, a municipal corporation of the State of Minnesota, provides that in the absence or disability of the Mayor, an Acting Mayor shall be appointed by action of the City Council;

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

should the Mayor, the Honorable Lester Heitke, be absent or unable to act as such Mayor, that Council Member Doug Reese be and is hereby appointed as Acting Mayor to act in all said circumstances and as set forth in the Charter of the City of Willmar.

Dated this 7th day of October, 1998.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Mayor Heitke informed the Council that he would not be in attendance at the December 2, 1998, Council meeting.

There being no further business to come before the Council, the meeting adjourned at 9:55 p.m. upon motion by Council Member Kelly, seconded by Council Member DeBlicek, and carried.

Attest:

MAYOR

SECRETARY TO THE COUNCIL