

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

September 18, 2002
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 Doug Reese, Ron Christianson, Bruce DeBlieck, Denis Anderson, Rick Fagerlie, Jim Dokken, and David Chapin; Present 8, Absent 1 - Nancy Houlahan was excused from the meeting.

Also present were City Administrator Michael Schmit, City Attorney Richard Ronning, Police Chief Jim Kulset, Fire Chief Marv Calvin, Public Works Director Mel Odens, Planning and Development Services Director Bruce Peterson, Community Education and Recreation Director Steve Brisendine, and City Clerk Kevin Halliday.

Proposed additions to the agenda included commission appointments.

The Rice Hospital Board Minutes of September 11, 2002, were removed from the Consent Agenda.

Council Member Reese offered a motion adopting the Consent Agenda which included the following: City Council Minutes of September 4, Municipal Utilities Commission Minutes of September 9, Board of Canvass Minutes of September 12, Building Inspection Report for August, Pioneerland Library Board Minutes of July 18, Housing and Redevelopment Authority Minutes of August 30, and Airport Commission Minutes of September 13, 2002. Council Member DeBlieck seconded the motion, which carried.

The Rice Hospital Board Minutes were reviewed, noting the Hospital auxiliary volunteers served 13,129 hours valued at \$202,055 and that there would be a formal ground breaking ceremony for the construction project on October 9, 2002. The Rice Hospital Board Minutes of September 9, 2002, were approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Christianson, seconded by Council Member DeBlieck, and carried.

Mayor Heitke read a Proclamation regarding Domestic Violence Awareness.

Mayor Heitke acknowledged that no one had signed up to address the City Council during its scheduled Open Forum.

Mayor Heitke acknowledged Convention and Visitors Bureau Board Chairman Dean Bouta who introduced to the Mayor and Council the newly hired CVB Executive Director Stephanie Myogeto. Ms. Myogeto gave a brief report on her background and pending CVB activities. This matter was for information only.

The Finance Committee Report of September 9, 2002, was presented to the Mayor and Council by Council Member Anderson. There were three items for Council consideration.

Item No. 1 The Committee reviewed funding formulas for the State Local Government

Aid and how that affects the maximum levy amount allowed under the present Levy Limit Law. Also discussed were the Proposed Property Tax Level, Intergovernmental Transfer from the Willmar Municipal Utilities and Rice Hospital, and the interest outlook for 2003. The Committee was reminded that the Mayor will be presenting his proposed 2003 budget to them at the September 23, 2002, meeting. This matter was for information only.

Item No. 2 The Committee reviewed a recommendation from the Cable Advisory Committee to reallocate \$2,500 that was not spent on the roof-top air conditioning to meet safety needs in the study. Safety items discussed were the need to construct wrought iron staircase guards and railing for the opening to the second floor meeting room. The Committee was recommending to the Council that the \$2,500 be reallocated.

Resolution No. 1 was introduced by Council Member Anderson, 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 by the City Council of the City of Willmar to authorize the Finance Director to amend the WRAC-8 Budget.

Increase:	Maintenance of Structure	\$2,500.00
Decrease:	Capital Equipment	\$2,500.00

Dated this 18th day of September, 2002.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 3 The Committee reviewed the July K.A.T. and August W.R.A.C.-8, and C.V.B. Financial reports. This matter was for information only.

The Finance Committee Report of September 9, 2002 was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Anderson, seconded by Council Member Fagerlie, and carried.

The Public Works/Safety Committee Report of September 10, 2002, was presented to the Mayor and Council by Council Member Reese. There were two items for Council consideration.

Item No. 1 The Committee considered four items related to the Airport Project: Federal grant, agreement to reimburse, award bid, and Kandiyohi Cooperative Power Agreement.

Bids were opened on September 9, 2002, for the grading project at the new municipal Airport and five bids were received. The bidding process included the base bid and five alternates. The alternates include the leveling of three farm sites, installation of drain tile, and additional runway grading. The low base bid was received from Sorenson Brothers at approximately \$1.637 million. The base bid was under the engineer's estimate of \$2.524 million.

The City is eligible for a federal grant of approximately \$2.23 million. Staff is researching which alternates to add to the base bid to accumulate the best use of the federal funding. Staff informed the Committee that a meeting would be held with MnDOT representatives to go over the bid results on Wednesday.

Following discussion, the Committee was recommending to the Council to procedurally accept the FAA grant monies and authorize the Mayor and City Administrator to sign the agreement on behalf of the City. Resolution No. 2 was introduced by Council Member Reese, seconded by Council Member Christianson, read by Mayor Heitke, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 2

AUTHORIZATION TO EXECUTE FEDERAL AVIATION
ADMINISTRATION AGREEMENT FOR GRANT OFFER

WHEREAS, the Federal Aviation Administration has presented a grant offer in the amount of \$2,228,797.00 for grading and drainage of the new Airport; and

WHEREAS, the Federal Aviation Administration is offering to pay 90 percent of the allowable costs incurred for this purpose; and

WHEREAS, an agreement has been prepared for the terms and conditions of such grant offer;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that the Mayor is hereby authorized to enter into said agreement on behalf of the City.

Dated this 18th day of September, 2002.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

The Committee was recommending to the Council to approve the agreement to reimburse with MnDOT and authorize the Mayor and City Administrator to sign on behalf of the City. Resolution No. 3 was introduced by Council Member Reese, seconded by Council Member DeBlieck, read by Mayor Heitke, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 3

AUTHORIZATION TO EXECUTE
MINNESOTA DEPARTMENT OF TRANSPORTATION
GRANT AGREEMENT FOR AIRPORT IMPROVEMENT

IT IS RESOLVED by the City of Willmar as follows:

1. That the State of Minnesota Agreement No. 83850, "Grant Agreement for Airport Improvement," for State Project No. 3401-49 at the Willmar Municipal Airport is accepted.

2. That the Mayor and City Administrator are authorized to execute this agreement and any amendments on behalf of the City of Willmar.

Dated this 18th day of September, 2002.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

The Committee was recommending to the Council to accept Sorenson Brothers as low base bidder and maximize the use of the federal dollars by adding alternates. Resolution No. 4 was introduced by Council Member Reese, seconded by Council Member Anderson, read by Mayor Heitke, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 4

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the bid of Sorenson Brothers, Inc., of Albert Lea, Minnesota for FAA Project No. 3-27-0115-03, State Project No. 3401-49, and City Project No. 2002-05, Willmar Municipal Airport Grading and Drainage Improvements is accepted, and be it further resolved that the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into an agreement with the bidder for the terms and consideration of the contract in the amount of \$2,065,621.47.

Dated this 18th day of September, 2002.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

The Committee informed the Council of two power lines that would need to be relocated and the relocation expense is a reimbursable cost. Resolution No. 5 was introduced by Council Member Reese, read by Council Member Christianson, read by Mayor Heitke, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 5

WHEREAS, the City of Willmar has been approved to perform grading and drainage on its new Airport site and power lines owned by Kandiyohi Power Cooperative, a Minnesota corporation, need to be relocated or removed; and

WHEREAS, an agreement has been prepared to allow the Kandiyohi Power Cooperative to remove and relocate power lines in a not-to-exceed amount of \$27,000 for said services;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that said agreement be approved and that the Mayor and City Administrator be authorized to execute the same.

Dated this 18th day of September, 2002.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

The Committee discussed whether or not a groundbreaking ceremony would be held. Staff and the Airport Commission will work together to develop the ceremony, hopefully in early October. The question of a project manager for the Airport project was also discussed. Staff informed the Committee that HNTB's contract includes providing the City with a project supervisor. This matter was for information only.

Item No. 2 The Committee discussed the City's past practice of spraying for mosquitoes and whether or not to consider some type of control this year. Staff was directed to pursue obtaining cost estimates as soon as possible. City Administrator Schmit presented cost estimates of nearby cities, and these estimated costs were forwarded to the 2003 Budget process. This matter was for information only.

The Committee questioned whether or not emergency vehicle preemption systems are being installed in the signal improvement project. Staff assured the Committee they are. This matter was for information only.

The Mayor asked staff to look into the pine trees at Rau Park as it seems they are dying from the bottom up. This matter was for information only.

The Public Works/Safety Committee Report of September 10, 2002, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Reese, seconded by Council DeBlieck, and carried.

Planning and Development Services Director Peterson presented to the Mayor and Council for consideration a request from RRR Properties of Willmar, Inc. for reapportionment of special assessments. It was noted that with the platting of Fifth Addition to Lakewood, it is necessary to reapportion the current special assessments among the resulting new lots. Following discussion, Resolution No. 6 was introduced by Council Member Reese, seconded by Council Member Anderson, read by Mayor Heitke, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 6

WHEREAS, a request for reapportionment of special assessments has been filed with the City of Willmar, said request being signed by all of the parties having an interest in the following-described property:

Section 02, Township 119, Range 35

Government Lot 6 excluding parts platted as First, Second, Third, Fourth and Fifth Additions to Lakewood and also excluding that part of government Lot 6 described as follows: Beginning at the northwest corner of SD Section 11, thence south 399.50 feet, thence easterly 813.75 feet to southwest corner of Third Addition to Lakewood, thence northerly along west line of SD Third Addition to Lakewood, 339.63 feet, thence northerly 70 feet, thence westerly 155 feet, thence northwesterly 169.84 feet, thence westerly 371.22 feet, thence north 270 feet, thence west 199.42 feet to west line of SD Section 2, thence south 316.81 feet to point of beginning.

Parcel No. 95-902-0090

to wit: RRR Properties of Willmar, Inc.

WHEREAS, the above have waived notice of hearing and hearing on said reapportionment; and

WHEREAS, the City Council of the City of Willmar is in agreement that the special assessments totaling \$165,859.20 placed against the above-described parcel be hereby reapportioned as herein described:

<u>Parcel NO.</u>	<u>Legal Description</u>	<u>Amount</u>
95-467-0700	Block 1, Lot 1, Fifth Addition to Lakewood	\$18,428.80
95-467-0710	Block 1, Lot 2, Fifth Addition to Lakewood	\$18,428.80
95-467-0720	Block 1, Lot 3, Fifth Addition to Lakewood	\$18,428.80
95-467-0800	Block 2, Lot 1, Fifth Addition to Lakewood	\$18,428.80
95-467-0810	Block 2, Lot 2, Fifth Addition to Lakewood	\$18,428.80
95-467-0820	Block 2, Lot 3, Fifth Addition to Lakewood	\$18,428.80
95-467-0830	Block 2, Lot 4, Fifth Addition to Lakewood	\$18,428.80
95-467-0840	Block 2, Lot 5, Fifth Addition to Lakewood	\$18,428.80
95-467-0850	Block 2, Lot 6, Fifth Addition to Lakewood	\$18,428.80

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Willmar, pursuant to the request of the above that the special assessments on the above-described property be and they hereby are reapportioned as provided in the request of the above named, and BE IT FURTHER RESOLVED that the reapportionment be recorded in the records of the City of Willmar and the Kandiyohi County Auditor effective for taxes and assessments due and payable on tax statements issued in the year 2003 and thereafter.

Dated this 18th day of September, 2002.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

City Clerk Halliday presented to the Mayor and Council for consideration a premise permit renewal for the Elks Lodge #952. Following discussion, Resolution No. 7 was introduced by Council Member Reese, seconded by Council Member Anderson, read by Mayor Heitke, and

