

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

February 3, 2014  
7:00 p.m.

The regular meeting of the Willmar City Council was called to order by the Honorable Mayor Frank Yanish. Members present on a roll call were Council Members Audrey Nelsen, Tim Johnson, Jim Dokken, Rick Fagerlie, Denis Anderson and Bruce DeBlieck; Present 7, Absent 1. Council Member Ron Christianson was excused from the meeting.

Also present were City Administrator Charlene Stevens, Police Chief David Wyffels, Community Education and Recreation Director Steve Brisendine, Planning and Development Services Director Bruce Peterson, Fire Chief Gary Hendrickson, City Clerk Kevin Halliday, and City Attorney Robert Scott.

Council Member DeBlieck noted that he would have an addition to the agenda under Old Business.

Council Member Fagerlie offered a motion adopting the Consent Agenda which included the following: City Council Minutes of January 21, Planning Commission Minutes of January 22, Rice Memorial Hospital Special Meeting Minutes of January 22, Willmar Municipal Utilities Minutes of January 27, Applications for Exempt Permits for both the MN Ducks Unlimited Inc. and the Willmar Sertoma Club, the Accounts Payable Report through January 29, Willmar Lakes Area CVB Board Minutes of December 17, 2013 and the CER Joint Powers Board Minutes of January 24. Council Member Anderson seconded the motion, which carried.

The Council requested that the Mayoral appointments, Item 5.F., be removed from the Consent Agenda. It was noted that Shirley Carter was not interested in serving on the Zoning Appeals Board and her name was withdrawn. It was also noted that Linda Kacher is running for State Representative. Council Member Nelsen moved to table the appointment of Linda Kacher from the Economic Development Board. Council Member DeBlieck seconded the motion which was defeated on a voice vote. After a lengthy discussion, Council Member Ahmann then moved to approve the Mayoral appointments to their respective committee designations with Council Member Johnson seconding the motion. Council Member Anderson amended the motion to exclude the appointment of Linda Kacher from the Economic Development Board, Council Member DeBlieck seconded the motion which was defeated on a roll call vote of Ayes 3, Noes 4 with Council Members Ahmann, Johnson, Dokken and Fagerlie voting No. The motion then carried with Council Member Nelsen voting No.

At 7:24 p.m. Mayor Yanish opened a hearing on the Vacation of a Portion of Former Highway 40. Planning and Development Services Director Bruce Peterson explained to the Council that a significant industrial development project is being planned at the Jennie-O Turkey Store facility necessitating the vacation of a portion of former Highway 40. This portion of the highway was turned back to the City by the State of Minnesota a number of years ago. The portion to be vacated extends from the intersection with Willmar Avenue west to the Hoting property. The vacation of the former highway is tied to the need for a replacement utility easement and to the completion of Willmar Avenue SW. There being no one to speak for or against the proposed street vacation, Mayor Yanish closed the hearing at 7:27 p.m.

Following discussion, Resolution No. 1 was introduced by Council Member Fagerlie, seconded by Council Member DeBlieck, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 7, Noes 0.

**RESOLUTION NO. 1**

VACATING A PORTION OF A PUBLIC STREET

WHEREAS, the vacation of that portion of the public street as described below was initiated by the City.

Outlot B of WILLMAR INDUSTRIAL PARK THIRD ADDITION, and that part of the North Half of the Northwest Quarter of Section 21, Township 119 North, Range 35 West of the Fifth Principal Meridian, Willmar Township, Kandiyohi County, Minnesota, described as follows:

- commencing at the northwest corner of said Section 21;
- thence on a geodetic bearing of South 89 degrees 36 minutes 20 seconds East, along the north line of said Section 21, a distance of 241.00 feet to the east line of the west 241.00 feet of said Section 21, which is the point of beginning of the land to be described;
- thence continuing on a bearing of South 89 degrees 36 minutes 20 seconds East, along the north line of said Section 21, a distance of 1487.71 feet to the southwest corner of Lot 1, Block 5, of the record plat entitled WILLMAR INDUSTRIAL PARK THIRD ADDITION, on file in the office of the Kandiyohi County Recorder;
- thence on a bearing of South 00 degrees 23 minutes 40 seconds West a distance of 33.00 feet to the south Right of Way boundary line of Willmar Avenue SW;
- thence on a bearing of North 89 degrees 36 minutes 20 seconds West, along the south Right of Way boundary line of Willmar Avenue SW, a distance of 406.01 feet to the south Right of Way boundary line of Industrial Drive SW;
- thence southwesterly, along the south Right of Way boundary line of Industrial Drive SW, a distance of 370.43 feet, on a curve concave to the north, having a radius of 1507.39 feet, a central angle of 14 degrees 04 minutes 47 seconds, and a chord bearing of South 83 degrees 29 minutes 48 seconds West,;
- thence on a bearing of North 89 degrees 27 minutes 48 seconds West, along the south Right of Way boundary line of Industrial Drive SW, a distance of 681.07 feet;
- thence westerly, along the south Right of Way boundary line of Industrial Drive SW, on a curve concave to the south, having a radius of 17113.73 feet, a chord bearing of North 89 degrees 31 minutes 14 seconds West, a central angle of 00 degrees 06 minutes 51 seconds, a curve distance of 34.11 feet to the east line of the west 241.00 feet of said Section 21;
- thence on a bearing of North 00 degrees 37 minutes 21 seconds East, along the east line of the west 241.00 feet of said Section 21, a distance of 75.63 feet to the point of beginning.

WHEREAS, the proposed vacation has been approved by the Planning Commission of the City of Willmar; and

WHEREAS, published notice and mailed notice of the proposed vacation and the hearing thereon have been given as provided by Subdivision 6 of Section 9.01 of Article IX of the Willmar City Charter; and

WHEREAS, a hearing was duly held on the proposal to vacate that portion of said street on February 3, 2014.

WHEREAS, the City Council of Willmar finds that it is in the best interests of the City of Willmar to vacate that portion of said street;

NOW, THEREFORE, BE IT RESOLVED, that the above described portion of dedicated street be, and hereby is, vacated conditioned on the completion and opening of the realigned Willmar Avenue SW between 22<sup>nd</sup> Street SW and County State Aid Highway 5.

BE IT FURTHER RESOLVED that a utility easement be kept by the owners of the above-described properties over the entire street right of way vacated by this resolution.

BE IT FURTHER RESOLVED that a certified copy of the Resolution be filed with the Kandiyohi County Recorder on or after February 10, 2014.

Dated this 3rd day of February, 2014.

/s/ Frank Yanish  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

At 7:34 p.m. Mayor Yanish opened a hearing amending the Zoning Ordinance. Planning and Development Services Director Bruce Peterson explained the amendment to the Zoning Ordinance adds language to Section 6 allowing brewer taprooms as a permitted use in both the Central and General Business Districts. There being no one to speak for or against the proposed ordinance amendment, Mayor Yanish closed the hearing at 7:35 p.m.

Council Member Anderson offered a motion to adopt, assign a number and order final publication of an Ordinance Amending the Zoning Ordinance to allow brewer taprooms as a permitted use in the Central and General Business Districts. Council Member Ahmann seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

At 7:36 p.m. Mayor Yanish presented to the City Council, staff and citizens of Willmar his message of the State of Affairs of the City of Willmar in which he highlighted events of 2013 including the YMCA Addition, Walmart, Mills Ford, Casey's, Compassionate Care, the expansion of Mn/DOT, Rice Care Center and the start of a Charter School at the MinnWest Technology Campus. He stated that the value of all construction from January through November totaled \$48.7 million compared with \$17.1 million in 2012. He also stated retail sales were estimated at \$650 million and the unemployment rate was under four percent in October.

Mayor Yanish acknowledged Jerry Gesch of 1200 SE Willmar Avenue who had signed up to address the City Council during its scheduled Open Forum. Mr. Gesch suggested department heads give monthly reports of accomplishments and their concerns to the Council. We need to make sure people get their information to the Council so a professional and mature discussion can be held.

The Finance Committee Report for January 27, 2014, was presented to the Mayor and Council by Council Member Anderson. There were seven items for Council consideration.

Item No. 1        There were no public comments.

Item No. 2        The committee was presented the 2013 Rice Memorial Hospital Report by CFO Bill Fenske, which reflects a net operating loss of \$2,870,499 as of December 31. Inpatient volumes are stable but the hospital continues to see lower outpatient volumes. Discussion included accounts receivable issues, the shift in Payer Mix to more governmental sources and less commercial sources, and efforts to recruit more specialized physicians for the hospital, particularly orthopedists. This matter was received for information.

Item No. 3        Staff explained to the committee that should the Council wish to pursue the Lakeland Drive Bike Path Project, nineteen parcels of property need to be appraised to purchase easements to construct the designed bike path along this street. Noting the limited number of available appraisers in the area, a proposal was received from William Latham Real Estate, Inc., for these consultant services totaling \$29,500. It is proposed that Local Option Sales Tax Funds be used for this contract. The committee was recommending approving the consultant services contract. Resolution No. 2 was introduced by Council Member Anderson, seconded by Council Member Fagerlie, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 7, Noes 0.

**RESOLUTION NO. 2**

Whereas the City of Willmar desires to retain an appraisal firm to provide property appraisals to purchase easements for the Lakeland Drive Bike Path for the City of Willmar; and

Whereas a proposal has been made by, and an agreement prepared to retain the firm of William Latham Real Estate of Spicer, Minnesota in the amount of \$29,500 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 3rd day of February, 2014.

/s/ Frank Yanish  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

The Council was then presented the Preliminary Lakeland Drive Bike Path Project Budget for Easement Acquisition totaling \$70,000. Of this amount, \$29,500 is for Professional Services for the required property appraisals just discussed. The other \$40,500 is the estimated cost of the easements required for constructing the bike path. The committee was recommending approving the Preliminary Lakeland Drive Bike Path Project Budget for Easement Acquisition in the amount of \$70,000. Following review of the budget, Resolution No. 3 was introduced by Council Member Anderson, seconded by Council Member Nelsen, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 3

PRELIMINARY LAKELAND DRIVE PATH BUDGET

|                |                    |              |                    |
|----------------|--------------------|--------------|--------------------|
| OTHER CHARGES: |                    | RECEIVABLES: |                    |
| Prof. Serv.    | \$29,500.00        | City (LOST)  | <u>\$70,000.00</u> |
| Other Charges  | <u>\$40,500.00</u> | TOTAL        | \$70,000.00        |
| TOTAL          | \$70,000.00        |              |                    |
|                |                    | FINANCING:   |                    |
|                |                    | City (LOST)  | <u>\$70,000.00</u> |
|                |                    | TOTAL        | \$70,000.00        |
| GRAND TOTAL    | \$70,000.00        |              |                    |

Dated this 3rd day of February, 2014.

/s/ Frank Yanish  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

Item No. 4 Staff presented proposed revisions to the Robbins Island Trail Project 1304 Budget to the committee. The project budget has not been amended since before bids were taken and needs to be revised to reflect actual costs. Bids came in considerable higher than anticipated and the State of Minnesota has agreed to cover 80% of the bid costs for the project with federal grant dollars. Total construction costs are estimated at \$260,000. The project bid was \$251,986, but due to the addition and deletion of items in the project, there will be approximately \$8,000 of additional costs that will need to be borne by the City. The Local Option Sales Tax Fund will be used for the entire City portion with Federal grants funding the remainder. Following review of the budget, Resolution No. 4 was introduced by Council Member Anderson,

seconded by Council Member Nelsen, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 4

PRELIMINARY PROJECT NO. 1304 BUDGET

|                         |                   |                    |                     |
|-------------------------|-------------------|--------------------|---------------------|
| OTHER SERVICES:         |                   | RECEIVABLES:       |                     |
| Printing and Publishing | \$500.00          | City (LOST)        | \$92,059.00         |
| Mtce. of Other Impr.    | \$260,000.00      | Other (Fed. Grant) | <u>\$201,517.00</u> |
| Other Services          | <u>\$7,524.00</u> | TOTAL              | \$293,576.00        |
| TOTAL                   | \$268,024.00      |                    |                     |
| OTHER CHARGES:          |                   | FINANCING:         |                     |
| Prof. Serv.             | \$20,052.00       | City (LOST)        | \$92,059.00         |
| Advertising             | \$500.00          | Other (Fed. Grant) | <u>\$201,517.00</u> |
| Adm. OH (Transfer)      | <u>\$5,000.00</u> | TOTAL              | \$293,576.00        |
| TOTAL                   | \$25,552.00       |                    |                     |
| GRAND TOTAL             | \$293,576.00      |                    |                     |

Dated this 3rd day of February, 2014.

/s/ Frank Yanish  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

Item No. 5 Staff presented a request to the committee to purchase two trucks with snow removal equipment to replace two of the current fleet. The two new trucks would be equipped with plows and dump bodies for a total cost of \$333,568.48, which includes tax and license fees. There is a trade value of \$49,000 that would be credited at the time of delivery. The Capital Improvements Program for 2014 included \$320,000 for both trucks. Hours and mileage on the old trucks was provided to the committee by Public Works Superintendent Scott Ledeboer.

Following discussion the committee was recommending approval of the purchase of two new Public Works trucks with snow equipment. Council Member Anderson moved to approve the recommendation of the Public Works/Safety Committee with Council Member Fagerlie seconding the motion which carried.

Item No. 6 Staff presented a request to the committee to purchase a trailer-mounted oil distributor used by Public Works for street patching. The existing equipment is in need of replacement and it is being proposed that a 300-gallon trailer-mounted unit be purchased in the amount of \$41,296 from Stepp Manufacturing. The 2014 Capital Improvement Program included \$187,427 to replace the existing 1,000-gallon truck-mounted unit. Public Works Superintendent Ledeboer explained that with the truck-mounted rig, they are required to drive to Chaska, Minnesota, to pick up the product, which has a lengthy shelf-life. With the trailer mounted rig, the product can be obtained from the local MnDOT station, but that product has a shelf-life of only a couple of weeks. Both products are equally effective in patching streets. The existing truck, which is 24 years old, would be disposed by selling it on the state governmental website.

The Committee was recommending the Council approve the purchase of the trailer-mounted oil distributor for \$41,296 from Stepp Manufacturing. Council Member Anderson made the motion for the purchase as recommended with Council Member Fagerlie seconding the motion which carried.

Item No. 7 The Committee received the following reports: 12/31/13 Cash/Investments Portfolio; 3<sup>rd</sup> Quarter Investment Activity; 2013 Interest/Dividends by Institution; 10-Year Investments History By Quarter; 10-Year Interest/Dividends History By Quarter; December, 2013, Rice Trust; and 2013 Kandiyohi Area Transit. This matter was taken for information only.

The Finance Report for January 27, 2014, 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 Nelsen, and carried.

The Public Works/Safety Committee Report for January 28, 2014 was presented to the Mayor and Council by Council Member Nelsen. There were five items for consideration.

Item No. 1 There were no public comments.

Item No. 2 An amendment to the engineering services agreement for the Sperryville Lift Station was presented to the committee. The original agreement omitted certain services for construction services. It was determined that the services are necessary to see the project through to completion. A proposal was received from Donohue and Associates for an amendment to the agreement in the amount of \$5,760. The new total of the Donohue and Associates agreement for the Sperryville Lift Station project would be \$58,469.

Resolution No. 5 was introduced by Council Member Nelsen, seconded by Council Member DeBlieck, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 7, Noes 0.

#### RESOLUTION NO. 5

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 is hereby authorized to enter into an amendment to the professional services contract between the City of Willmar and Donohue and Associates for City Project 1311, Sperryville Lift Station. The amendment increases the contract amount by \$5,760.

Dated this 3<sup>rd</sup> day of February, 2014.

/s/ Frank Yanish  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

Item No. 3 The committee was presented a summary of local costs for the 2014 Highway 12 Projects as being designed and bid by MnDOT. The primary expenditures that require local participation are project mobilization, signal work at the Highway 12 / 7<sup>th</sup> Street SW intersection, and storm drainage work at the east end of the corridor that is being reconstructed as a maintenance project.

The committee discussion focused on the width of 7<sup>th</sup> Street as impacted by the turn lane. There are concerns that 7<sup>th</sup> Street should be widened to accommodate right-turning traffic off of Highway 12. Staff indicated to the Committee that the turn lane was being constructed as a safety project, to separate the through traffic from the right-turning movements, and that the work was being designed to MnDOT standards. The Committee asked if staff had plans for the intersection that they could see. No plans were available for viewing at the meeting. However, staff said that a plan would be available at the Council meeting. No action was taken pending review of plans at the City Council Meeting.

The Council reviewed the plans prepared by Mn/DOT and Resolution No. 6 was introduced by Council Member Nelsen, seconded by Council Member Ahmann, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 6

BE IT RESOLVED that the City of Willmar enter into an agreement with the State of Minnesota, Department of Transportation for the following purpose:

To provide for payment to the State of the City's share of the costs of the 2014 turn lane project at Highway 12/7<sup>th</sup> Street Southwest and the maintenance project on East Highway 12 (S.P.3403.68) by re-appropriating \$58,747 from the savings on oil distribution equipment within the Capital Improvement Fund.

BE IT RESOLVED that the Mayor and the City Administrator are authorized to execute the Agreement and any amendments to the Agreement.

Dated this 3rd day of February, 2014.

/s/ Frank Yanish  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

Item No. 4 The Committee briefly discussed archery range issues and expressed their desire to have significant discussion of outdoor archery ranges at their February 11, 2014, meeting. Information was presented by Council Member DeBlieck and for distribution to the Mayor and Council for review. This information details a variety of possible range layouts or configurations. This was received for information only.

Item No. 5 The Committee discussed the status of the 2014 Street Project. Several members expressed a desire to identify a consistent future funding source for street projects. This was for information only.

The Public Works/Safety Report for January 28, 2014, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Nelsen, seconded by Council Member Ahmann, and carried.

The Labor Relations Report for January 29, 2014, was presented to the Mayor and Council by Council Member Ahmann. There were five items for consideration.

Item No. 1 There were no comments from the public.

Item No. 2 Council Member Anderson made a motion, seconded by Council Member Dokken to go into closed session pursuant to Minn. Stat. §13D.03 to Discuss Labor Negotiation Strategies. The motion carried and the meeting was closed at 4:46 p.m. Labor Attorney Frank Madden joined the closed session via conference call.

Item No. 3 The meeting was reopened at 6:12 p.m. upon motion by Council Member Anderson, seconded by Council Member Dokken and carried.

Item No. 4 Due to time the discussion on Strategic Planning was tabled until a future meeting.

Item No. 5 Chair Ahmann asked if City staff were engaged in succession planning similar to the WMU. City Administrator Stevens stated that staff is working on this, though not as formally as WMU.

Chair Ahmann suggested that City staff reach out to Jennie-O Turkey Store to determine if they need assistance in workforce recruitment.

Ms. Stevens stated that the City would be filing its Pay Equity Report and from the analysis by Springsted the City would appear to be in compliance.

The Labor Relations Committee Report for January 29, 2014, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Ahmann, seconded by Council Member Anderson, and carried.

The Community Development Report for January 30, 2014, was presented to the Mayor and Council by Council Member Fagerlie. There were six items for consideration.

Item No. 1 Paula and Brett Peterson, who farm south of Murdock on Highway 40, were present to ask the committee to give consideration to the installation of traffic signals at the Highway 40/County Road 5 intersection; also, to the future intersection of County Road 5 and Willmar Avenue. They indicated that it is difficult to make left turning movements from Highway 40 onto County Road 5 and they anticipate the same problems at the future Willmar Avenue intersection. The committee received their comments for information. Staff will follow up with MnDOT to see if warrants exist for signals at either of those locations and to discuss a possible traffic study. This was for information only.

Item No. 2 Staff presented information to the committee regarding the condition of the UMEC building in downtown Willmar. This building is the former Erickson Furniture building on Litchfield Avenue. The building has deteriorated over the years to a point where there are a number of conditions that warrant an unsafe building declaration. Photographs of problem areas were viewed by the Committee. The photos were exterior photos only, as access into the building was not possible due to the relocation of the business. Various remedies to the problem were discussed. The biggest question was if the City demolishes the structure, how the City would be reimbursed? The available options at this time are to file a lien or to place it on the real estate taxes as a special assessment. The situation may be somewhat different if there is a mortgage on the property. Staff will try to determine if there is a mortgage on the property and contact the mortgage holder. The Committee did not want to delay action due to the unsafe conditions at the rear of the building and was recommending the Council issue an unsafe building declaration and take the necessary steps to have the conditions corrected or the building demolished.

Planning and Development Director Bruce Peterson provided an update to the Council from the owner wishing to delay the declaration and their willingness to make improvements. After discussion, Council Member Fagerlie made the motion to declare the building unsafe and take the necessary steps to have the conditions corrected or the building demolished, with Council Member DeBlicek seconding. The motion carried.

Item No. 3 The committee considered proposals to increase fees for planning and zoning activities, as well as for the rental housing program. Planning and zoning fees have not been increased in five years, and the rental housing program fees have not been adjusted since the inception of the program. The primary adjustments proposed to the planning and zoning fees were a \$50.00 across the board increase in application fees for matters that go before the Planning Commission. These would include conditional use permits, plats, rezoning, and variances that go before the Board of Zoning Appeals. Also proposed were a \$50.00 charge to write a zoning letter for mortgage companies/appraisers and a \$100 charge for formal plan review before the Planning Commission as well as small changes to sign permit fees. Staff proposed that applicants for action by the Commission also provide \$700.00 in escrow to be used for special studies or review in the course of consideration of land-use matters. The committee did not support this idea.

In the rental program, the primary change being recommended by staff to the committee was to increase the registration fee. It is currently \$25.00 per building and \$5.00 per unit. Staff was recommending an increase to \$50.00 per building and \$10.00 per unit. This would result in a \$25.00 increase in registration fees for a single-family home, which would cover a two-year period. The registration period for other types of structures ranges from two-four years, so the increased fees would be able to be spread over a number of years and across a number of units. The committee recognized that a fee structure that would support 100%



of the cost of the rental inspection program was not feasible, but did believe there were some increases warranted. Other changes proposed for the program were slight increases in fines and penalties.

After consideration of the committee's recommendations, a motion was Council Member Fagerlie and seconded by Council Member DeBlieck to introduce an ordinance adjusting the planning and zoning fees as proposed, without the escrow fee requirement, for a hearing on March 3, 2014. The motion carried.

The Council then considered the fees structure increase proposed for the rental inspection program recommended by the committee. A motion was made by Council Member Fagerlie and seconded by Council Member Johnson to introduce an ordinance adjusting the rental inspection program fees as proposed for a hearing on March 3, 2014. The motion carried.

Item No. 4 The committee was presented with a proposed timeline for the Jennie-O Turkey Store project. The timeline shows approximately six months to get through the procedures necessary to vacate the right of way, convey property, structure any public financing package, review plans, and issue permits for construction. The committee briefly discussed how the process might be kept more open and with information available to the public. Staff informed the committee that every step of the process that required City action would be conducted either at the committee level or at the full Council, and would include public hearings for the street vacation, any conveyance of real estate, and for any public financing or incentives provided in the course of the project. This item was for information only.

Item No. 5 There was no old business.

Item No. 6 There was no new business.

The Community Development Committee Report for January 30, 2014, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Fagerlie, seconded by Council Member DeBlieck, and carried.

City Clerk-Treasurer Kevin Halliday presented an application for a State One-Day to Four-Day Temporary On-Sale Liquor License for consideration. The Willmar Holiday Inn and Conference Center has rented space to Minnesota Ducks Unlimited; a nonprofit corporation organized under the laws of the State of Minnesota, to hold a convention from February 13 through February 16. The Minnesota Ducks Unlimited plans to host a hospitality room to sell alcohol to special guests and members. A State One-Day to Four-Day Temporary On-Sale Liquor License is required to distribute or consume alcohol for this event. Council Member Anderson made a motion with Council Member DeBlieck seconding to approve the application for the event. The motion carried with Ayes 7, Noes 0.

The Mayor and Council considered the preliminary plat for property owned by Bethesda. Planning and Development Services Director Peterson explained that the property owners wished to subdivide the parcels they currently own into two lots to accommodate future expansion plans. The lots sizes and minimum lot frontages well exceed Zoning Ordinance minimums. The Planning Commission approved the preliminary plat with several conditions involving easements, drainage, access, etc. Council Member Fagerlie moved to approve the Bethesda Nursing Home Third Addition Plat with Council Member DeBlieck seconding the motion, which carried.

Due to the Presidents' Day holiday, Council Member Anderson moved to reschedule the second Council meeting of the month to February 18, 2014. Council Member Ahmann seconded the motion, which carried.

Under old business it was noted that a summary report from Carl Neu has recently been received and put into record. This was for information only.

Under new business the Open House for Sommerset Apartments scheduled for February 14, 2014 was announced. This was for information only.

Announcements for Council Committee meeting dates were as follows: Finance, February 10; Public Works/Safety, February 11; Labor Relations, February 12 and Community Development, February 13, 2014.

There being no further business to come before the Council, the meeting adjourned at 8:42 p.m. upon motion by Council Member Anderson, seconded by Council Member Ahmann, and carried.

Attest:

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
SECRETARY TO THE COUNCIL