

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

November 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 Mayor Frank Yanish, Council Members Denis Anderson, Ron Christianson, Steve Ahmann, Audrey Nelsen, Tim Johnson, Rick Fagerlie, Jim Dokken and Bruce DeBlieck; Present 9, Absent 0.

Others present were City Administrator Charlene Stevens, City Clerk Kevin Halliday, Police Chief Jim Felt, Public Works Director Sean Christensen, Planning and Development Director Bruce Peterson, Finance Director Steve Okins, Fire Chief Gary Hendrickson, Community Education and Recreation Director Steve Brisendine and City Attorney Robert Scott.

Additions to the agenda include, under New Business, the request to set the date for the Board of Canvass meeting. Council Member Ahmann requested to add leaf disposal and the former Mills downtown parking lot. Council Member DeBlieck requested that Boy Scout Troop 224 be introduced after any items that may be removed from the Consent Agenda.

Council Member Anderson offered a motion adopting the Consent Agenda which included the following: City Council Minutes of October 20, Rice Memorial Hospital Board Minutes of October 15, Willmar Municipal Utilities Minutes of October 27, Planning Commission Minutes of October 22, Accounts Payable Report through October 30, Zoning Appeals Board Minutes of October 20, and CER Joint Powers Board Minutes of October 24, 2014. Council Member Ahmann seconded the motion, which carried.

Mayor Yanish acknowledged twelve Boy Scouts from Troop 224 of Calvary Lutheran Church who were in attendance working on their citizenship in Community Merit Badge. One badge requirement is to see City Government in action and observe the governmental process. Council Member DeBlieck thanked the troop leader and scouts for participating. Council Member Ahmann asked each troop member to come forward and introduce themselves.

Bob Skor, 617 SW 14th Street, was acknowledged by Mayor Yanish to speak at the Open Forum. Mr. Skor spoke regarding the lead concerns of the City Auditorium and other points in town.

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

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

Item No. 2 David Euerle, of the audit firm Westberg & Eischens, presented a report as a result of their completion of the 2013 audit. It was noted that the 2013 Financial Statements reflect assets, including the component units of Rice Memorial Hospital and the Willmar Municipal Utilities, in excess of \$422 million with a total debt of approximately \$135 million. The year-end Change in Net Position for governmental activities was a negative \$2,010,430, however, it was noted that the booked market value loss for the year totaled over \$2.7 million. While it is required that market values are recorded, investments are generally cashed in at their original par value. The only Finding resulting from this audit was in reference to OPEB reporting, which relates to other Post Employee Benefits. Hildi, Inc. is the Actuary the City has hired to prepare this report and staff is in the process of completing the required information for them. Finance Director Okins noted that the five-year history of the annual net carryover of income/loss will be provided at

a future meeting. A proposed budgetary control policy will be presented to the council for review at a future meeting as well. This matter was for information only.

Item No. 3 Staff explained that there are several places on the auditorium roof where nails appear to be pushing up into the rubber membrane. The architect for the current auditorium improvement project, Engan Associates, is recommending that the roof be patched per the bid submitted by Corner Stone of Willmar in the amount of \$18,700. If this patching is not done, the nails will soon puncture the membrane which will result in the need to replace the entire roof in a few years at an estimated cost of \$127,500 to \$157,500. This patching will extend the life of the roof and is estimated to pay for itself within approximately three years. Staff recommendation is to proceed with this patching project. Administrator Stevens stated the funds could be used from the contingency for the auditorium improvement project.

Resolution No. 1 was introduced by Council Member Anderson, seconded by Council Member Fagerlie, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 1

BE IT RESOLVED by the City Council of the City of Willmar that the agreement with Corner Stone of Willmar, Inc., of Willmar, Minnesota, for the Willmar Auditorium Renovation project, be amended with Change Order No. 1 as follows:

Patch failed seams and punctures in the auditorium roof, increasing the total project cost by \$18,700.

BE IT FURTHER RESOLVED that the Mayor and City Administrator be authorized to execute the necessary documents on behalf of the City for this Change Order No. 1.

Dated this 3rd day of November, 2014.

/s/ Frank Yanish
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 4 Staff explained that the 2014 Street Improvement Project had an estimated 4.75% interest rate on the special assessments duly adopted on June 16, 2014. Bonds were sold to five local banks with a net interest rate of 2.17%. Pursuant to Council policy, the adopted interest rate for special assessments should be set at two percentage points over the bond interest rate to cover lost revenues due to senior citizen deferments, permanent disabled deferments, agricultural deferments, and delinquent tax properties. Subsequently, it is staff's recommendation to lower the interest rate charged on special assessments to 4.17%.

Resolution No. 2 was introduced by Council Member Anderson, seconded by Council Member Nelsen, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 2

AMENDING ASSESSMENT ROLL

WHEREAS, The City Council of the City of Willmar, Minnesota duly adopted the assessment roll for the 2014 Street Improvement Project on June 16, 2014 totaling the sum of \$475,491.45, and

WHEREAS, the date of borrowing was conducted on July 21, 2014 and the stated interest rate on the assessment notice should be reduced to the rate of 4.17 percent.

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

1. Such assessment roll interest rate be amended to four and seventeen hundredths (4.17%) percent.

2. Such assessments shall be as follows:

A. The assessments shall be payable in equal annual installments extending over a period of ten (10) years, the first of said installments to be payable with general taxes for the year 2015, collectible with such taxes during the year 2015.

B. To the first installment shall be added interest at the rate of four and seventeen hundredths (4.17) percent per annum on the entire principal amount of the assessment from the date of the funding of July 21, 2014, until December 31, 2015. To each subsequent installment, when due there shall be added interest for one year at said rate on the unpaid principal amount of the assessment.

C. The owner of any property so assessed may at any time prior to the certification of the assessment or the first installment thereof to the County Auditor (Treasurer), pay the whole of the principal amount of the assessment on such property with interest accrued to the date of payment to the City Clerk-Treasurer, except that no interest shall be charged if the entire assessment is paid by October 31, 2014, and such property owner may at any time prior to November 15 of any year pay to the City Clerk-Treasurer the entire principal amount.

3. The City Clerk-Treasurer shall forthwith transmit a certified duplicate copy of this assessment to the County Auditor to be extended on the tax list of the County.

Dated this 3rd day of November, 2014.

/s/ Frank Yanish
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 5 2015 Mayor Proposed Budget Discussions

A. Agricultural Deferments

Staff reported that currently there is a total of \$642,000 in ag deferments qualified under the special assessments policy. Parcels need to meet certain criteria and must apply for this deferment annually. It was noted that there were some ag-deferred assessments written off recently because the improvement has exceeded its useful life. Staff also noted that there is a Green Acres law following State Statute No. 273.111 under which a parcel could qualify for a deferment. Discussion raised the question of how other similar-sized cities were implementing deferments of this nature. Also, there was some concern that there would not be much benefit to the City if the policy were changed to cease allowing ag deferments. Staff will contact other regional centers to learn how they handle these issues and provide the information at a future meeting

B. Utility Fee

Staff explained that the City currently has a Utility Fee of \$4.00 per connection which consists of \$1 for street, \$1 for sewer, \$1 for stormwater, and \$1 for curb and gutter improvement costs. The revenue generated is placed in the Public Works Reserve fund and is collected by the MUC. The annual revenues are used in combination with the Community Investment funds to cover the City portion of annual debt service payments. The proposed increase of \$1.50 could be used or leveraged in the same manner and would generate approximately \$150,000 of additional revenue annually. It was the consensus of the Committee that

the increase in the Utility Fee should not be pursued for 2015 but should be addressed for 2017. Council Member Nelson would like to know how much the MUC is able to contribute toward utility improvements during street reconstruction. Staff is in the process of obtaining this information from the MUC.

C. \$147,000 Allocation of Tax Levy

The Committee explored the possibility of dedicating the \$147,000 portion of the tax levy that the Mayor had previously included in the budget for street improvements to be used as an annual debt service for ten years on a \$1.2 million street improvement bond. The Committee requested staff to compile information on how this proposal would work and to present it at a future meeting. Council Member Nelsen stated that the Pavement Management Plan needs to be reviewed to determine exactly what immediate priorities need to be addressed and then commit to a plan to accomplish that objective.

D. Franchise Fee

Staff reported that the City explored a possible Franchise Fee in 2007 for additional budgetary revenue. At that time, there were 6,478 connections that would have generated approximately \$250,000 of additional revenue. 2014 information obtained from CenterPoint Energy indicates the number of connections has increased to 6,774 or about 5% which, applied to the 2007 fees, would generate additional revenue of \$12,500 over the 2007 projections for a total of \$262,500 annually. Chair Anderson said the City should institute either the franchise fees or the additional levy proposed of \$250,000 but not both. He duly noted that council member concerns have been raised in the past that the City should tax directly rather than indirectly as in franchise fees.

Chair Anderson reminded the Committee Members that on November 10, 2014, there will be another Finance Committee Meeting with Full Council Participation during which the Council will be discussing Community Groups' requests as well as hearing the Rice Hospital 2015 Budget Presentation. It was noted the Willmar Municipal Utilities will be unable to attend that meeting but will be presenting their 2015 Budget at the November 17, 2014, Council Meeting. On November 24, 2014, the Finance Committee will be meeting to make a recommendation to the Council for the final 2015 Budget approval. Committee members requested staff to verify the estimate of potential revenue that fire calls would generate in a year if the City institutes this type of fee. Staff will provide this information at a future meeting. These budget discussion items were received by the Council for information only.

Item No. 6 The Committee received the following reports: September Rice Trust, Cash/Investments as of September 30, 2014, 3rd Quarter Investment Activity, Ten-Year Investment Balances per Quarter, 3rd Quarter Interest/Dividends, and Ten-Year Interest/Dividends per Quarter. Chair Anderson requested a five-year historical report of expenditures out of the Rice Trust Fund. Finance Director Okins stated that future meetings will include quarterly reports of market value adjustments. The reports were received for information only.

Item No. 7 There was no Old Business.

Item No. 8 There was no New Business.

The Finance Committee Report for October 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 Fagerlie, and carried.

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

Item No. 1 There were no public comments.

Item No. 2 Chief of Police Jim Felt noted the jail census for October 28, 2014, was 110; 60 of those being Kandiyohi County inmates, 49 inmates from the MN Department of Corrections, and 1 inmate from Swift County. The calls for service for the previous two weeks totaled 760. The majority of the calls are for traffic stops, followed by public assists and lost and found complaints. The drug activity was discussed with the continued joint effort with the CEE-VI Drug Task Force.

Item No. 3 Public Works Director Sean Christensen brought forth, for review, to accept the bid and award the contract to R&R Excavating, Inc. for the Industrial Park 4th Addition, Project No. 1405. The City Council authorized advertisement for bids of the project at the April 7, 2014 council meeting for the construction of Industrial Park, 4th Addition. Considerable discussion was had on awarding only the base bid or including Alternate A in the award. It was recommended to award only the base bid and hold further discussion at the Council Meeting.

It was the recommendation of staff to award the base bid including Alternate A to R & R Excavating. The members of the Council discussed at length ways to fund the entire project to complete the construction of Industrial Park, 4th Addition. It was the consensus of the Council to move forward with the entire project to include Alternate A for a total contract amount \$3,657,690.57.

Resolution No. 3 was introduced by Council Member Christianson, seconded by Council Member DeBlieck, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 3

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the bid of R&R Excavating, Inc. of Hutchinson, Minnesota for Project No. 1405 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 \$3,657,690.57.

Dated this 3rd day of November, 2014.

/s/ Frank Yanish
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 4 Public Works Director Christensen brought forth, for approval, acceptance of Project No. 1311 and to authorize final payment to Geislinger and Sons, Inc. in the amount of \$275,000. The City Council entered into an agreement with Geislinger and Sons, Inc. on August 19, 2013 for the Sperryville Lift Station. The final pay request has been submitted and staff is recommending final payment be made. The Committee was recommending the Council accept the project and issue final payment.

Resolution No. 4 was introduced by Council Member Christianson, seconded by Council Member Ahmann, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 4

ACCEPTING PROJECT AND AUTHORIZING FINAL PAYMENT

IMPROVEMENT: Project No. 1311 – Sperryville Lift Station

CONTRACTOR: Geislinger & Sons, Inc.
DATE OF CONTRACT: August 19, 2013
BEGIN WORK: September 9, 2013

COMPLETE WORK: September 16, 2014
APPROVE, ENGINEERING DEPT: October 2, 2014

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

1. The said City of Willmar Project No. 1311 be herewith approved and accepted by the City of Willmar.
2. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT:	\$285,000.00
Change Order None	\$0.00
FINAL NET CONTRACT AMOUNT, PROPOSED:	\$285,000.00
ACTUAL FINAL CONTRACT AMOUNT AS CONSTRUCTED:	\$285,000.00
Less Previous Payments & Liquidated Damages	-\$10,000.00
FINAL PAYMENT DUE CONTRACTOR:	\$275,000.00

Dated this 3rd day of November, 2014.

/s/ Frank Yanish
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 5 Public Works Director Christensen brought forth, for approval, to accept bids and award the contract for MN/DOT SP A3401-65 Drainage Improvements around NAVIDS to Land Pride Construction LLC from Paynesville, MN in the amount of \$11,883.00 contingent on MN/DOT concurrence. Bolton and Menk obtained bids from contractors for grading and drainage improvements around the NAVAIDS equipment, with Land Pride Construction LLC being the lowest submitter. The Committee was recommending the Council award the contract for MN/DOT SP A3401-65 Drainage Improvements around NAVAIDS to Land Pride Construction, LLC in the amount of \$11,883.00.

Resolution No. 5 was introduced by Council Member Christianson, seconded by Council Member Ahmann, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, 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 bid of Land Pride Construction, LLC of Paynesville, MN for drainage improvements around NAVAIDS at the Willmar Municipal Airport is accepted.

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 \$11,883.00.

Dated this 3rd day of November, 2014.

/s/ Frank Yanish
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 6 Public Works Director Christensen brought forth, for approval, to adopt the resolution accepting MN/DOT Grant Agreement SP A3401-65, Agreement #06799 for drainage improvements around NAVAIDS. Bids were obtained for the drainage improvements and with Land Pride Construction LLC being the awarded contractor. The grant will fund eighty percent of the project, totaling \$11,858.00, with the remaining twenty percent, totaling \$2,964.60, is the City's share. The Committee recommended the Council adopt the resolution accepting the MN/DOT Grant Agreement SP A3401-65, Agreement #06799.

Resolution No. 6 was introduced by Council Member Christianson, seconded by Council Member Dokken, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 6

IT IS RESOLVED by the City of Willmar as follows:

1. That the state of Minnesota Agreement No. 06799, "Grant Agreement for Airport Improvement Excluding Land Acquisition," for State Project No. A3401-65 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 3rd day of November, 2014.

/s/ Frank Yanish
MAYOR

/s/ Kevin Halliday

Item No. 7 There were no items for Old Business.

Item No. 8 Under New Business Public Works Director Christensen stated the tree bids will be opened on Thursday, October 30th at 1 p.m. The trees listed in the quote request include Spring Snow Crab, Amur Choke Cherry, Maple, Elm, Linden, and Oak varieties. A tour of the Auditorium is being set up for Council Members to attend and dates are being finalized. The Auditorium gutters have recently been lined and the fascia and corbels have been painted. The installation of the new LED lights along Willmar Avenue SW has been completed. The Brush Site is scheduled to close on Saturday, November 22nd. A couple existing and potential traffic light locations were also discussed. This was received for information only by the Council.

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

The Community Development Committee Report for October 29, 2014 was presented to the Mayor and Council by Council Member Fagerlie. There were three items for consideration.

Item No. 1 There were no public comments.

Item No. 2 Gus Wurdell presented his request for tax abatement. He explained the redevelopment project to repopulate the east mobile home park. Mr. Wurdell said the tax abatement would not offset the negative cash flows. The capital expenditures are not included in the cash flows, which makes the cash flow deficit even greater. Kandiyohi County will also be asked to abate all or a portion of the taxes on the mobile home park redevelopment.

Mr. Wurdell said the existing infrastructure is well engineered. Not all streets need to be replaced, but parking pads will be. Sewer and water lines will be repaired as needed. Electrical upgrades were done several years ago, but services will be reconstructed as new homes are brought into the park. Also planned for the redeveloped park are a new playground, soccer field, and a full security system. Over 100 trees will be trimmed and privacy fencing is planned for the frontages on Lakeland Drive and Civic Center Drive.

All of the new homes will go on concrete foundations; he estimated 118 homes at full build out. There are 36 homes currently in the park. Three of those are to be removed in the near future. Applications have been received from seven current residents to purchase new houses. That leaves 29 homes to be removed over time. Mr. Wurdell will be working with housing agencies and local financial institutions to coordinate home purchases. Buyers will be able to choose between single or double wide homes. It is anticipated that most will be 16ft. by 76ft. All homes will be required to be owner occupied.

The Committee discussed the project and how the City could provide assistance on this major housing project through the use of tax abatement and recommended the Council set a public hearing for December 1, 2014; and to move to establish a 10-year abatement of the City portion of real estate taxes, not to exceed \$2,500 per year with a \$25,000 total. Council Member Fagerlie made a motion to set the tax abatement hearing date as December 1, 2014 at 7:01 p.m. with Council Member DeBlieck seconding the motion, which carried.

Item No. 3 There was no Old Business to come before the Committee.

Item No. 4 Under New Business the Committee discussed a preliminary request by Oil-Air Products for tax abatement assistance in a planned move from Litchfield to Willmar, including business expansion. Steve Renquist from the EDC, who prepared the initial request letter, was unable to attend the meeting. Doug Fenster, project realtor, provided information about the proposal by the company to lease a portion of the Donner building on East Highway 12. Approximately 18,000 square feet would be leased by the company. This will be a new business in town with nine employees initially, and plans to add four more in the near future. There is a possibility that, as the company grows; they could relocate to a new building in the Industrial Park. Mr. Fenster explained the additional costs being faced by the company in their move to Willmar, primarily in the area of real estate taxes. It was acknowledged that the facility that they lease in Litchfield is one-half as large and not nearly in as good of condition as the Donner property, so it was naturally not valued as high as the Willmar property. Staff told the Committee that a review of the City's tax abatement policies found that the project request would meet the criteria for the use of tax abatement. It was noted that at this time, staff was recommending preliminary approval and that the company be invited to submit a complete application for further review.

The Committee was recommending the Council offer preliminary approval to the tax abatement request and invite the company to submit a full application. Council Member Fagerlie made a motion to invite Oil-Air Products to submit an application for the City's consideration. Council Member Dokken seconded the motion, which carried.

The Community Development Committee Report for October 29, 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 Dokken, and carried.

Community Education and Recreation Director Steve Brisendine presented for the Council's consideration a Joint Powers Agreement. Since March of 2000 the City and School District have had an agreement to provide Community Education and Recreations services jointly. The agreement is brought before each organization every three years for renewal. The School Board voted in October to renew the agreement with the following changes from the previous document. In Article 5.7 it addresses changes in how the five-year CIP is presented to the CER Board and in Article 8 there is an increase in the required notice if either entity wishes to drop the partnership from 6 to 12 months, which allows both parties time to adjust

budgets accordingly. Council Member Anderson made a motion to approve the Joint Powers Agreement as presented. Council Member Fagerlie seconded the motion, which carried.

City Clerk Kevin Halliday brought forth for consideration two applications for 2015 Currency Exchange License renewals. The applicants are Quick Funds Inc. and Bennett Ventures, Inc. Minnesota Statutes Chapter 53A.04 requires any application for licensure as a currency exchange be made to the governing body of the municipality in which the currency exchange conducts business. Staff recommended the Council set hearings to consider any objections. Council Member Anderson made a motion to set both hearings for November 17, 2014 at 7:01 and 7:02 p.m. respectively. Council Member Christianson seconded the motion, which carried.

Planning and Development Services Director Bruce Peterson presented the proposed final plat for Industrial Park Fourth Addition. The proposed plat is a 25-lot subdivision and two outlots for stormwater retention for industrial park expansion west of County Road 5. Utilities and street improvements will be part of the development. The Planning Commission has approved the final plat. Council Member Ahmann made a motion to approve the final plat for Industrial Park Fourth Addition. Council Member DeBlieck seconded the motion, which carried.

Under New Business to come before the Council, City Clerk Kevin Halliday informed the Council that a date and time needs to be set to canvass the ballots subsequent to the General Election between the third and tenth days following the election pursuant to State Statute. Staff recommended the Board of Canvass be held on November 7, 2014 at 3:00 p.m. in Conference Room 1 of City Hall. Council Member Anderson made a motion to set the time and date for the Board of Canvass for the General Election for November 7, 2014 at 3:00 p.m. Council Member Christianson seconded the motion, which carried.

Council Member Ahmann mentioned contacting Mills regarding using their former dealership property in the downtown area for overflow parking. Council Member Christianson stated there are currently signs prohibiting parking possibly for liability reasons.

Council Member Ahmann requested to discuss, at a future Public Works/Safety Committee meeting, the recycling of leaves with biodegradable bags. The bags could be obtained by citizens at a cost, with the City providing pick up and disposal.

Mayor Yanish reminded citizens of the polls being open Tuesday at 7:00 a.m. until close at 8:00 p.m. and encouraged citizens to "please vote."

Announcements for Council Committee meeting dates were as follows: Finance (full Council), November 10 at 4:00 p.m. in the Council Chambers and Public Works/Safety, 4:45 p.m. at City Hall, November 13, 2014.

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

Attest:

MAYOR

SECRETARY TO THE COUNCIL

WILLMAR CITY BOARD OF CANVASS PROCEEDINGS
CONFERENCE ROOM NO. 1
WILLMAR CITY OFFICE BUILDING
WILLMAR, MINNESOTA

November 7, 2014
3:00 p.m.

The Board of Canvass was called to order by Mayor Frank Yanish. Members present on a roll call were; Mayor Frank Yanish, Council Members Tim Johnson, Audrey Nelsen, Ron Christianson, Rick Fagerlie, and Bruce DeBlieck; Present 6, Absent 3. Council Members Denis Anderson, Steve Ahmann, and Jim Dokken were excused from the meeting.

Also present was City Clerk-Treasurer Kevin Halliday.

The Board met for the purpose of canvassing the ballots from the November 4, 2014, General Election. Following review of the election results, Resolution No. 1 was introduced by Council Member Rick Fagerlie, seconded by Council Member Ron Christianson, and approved on a roll call vote of Ayes 5, Noes 0.

RESOLUTION NO. 1

WHEREAS, the City Council of the City of Willmar, Minnesota, has officially canvassed the ballots for the General Election held on November 4, 2014, in and for the City of Willmar;

NOW, THEREFORE, BE IT RESOLVED, that the candidates and figures listed below are a full and true canvass of the General Election:

MAYOR FOUR-YEAR TERM	PRECINCT COUNT		ABSENTEE BALLOTS		TOTAL	
	CALVIN	LIEBL	CALVIN	LIEBL	CALVIN	LIEBL
Ward 1, Precinct 1	307	157	80	32	387	189
Ward 1, Precinct 2	152	122	16	13	168	135
Ward 1, Precinct 3	201	140	21	20	222	160
Ward 2, Precinct 1	276	172	45	12	321	184
Ward 2, Precinct 2	350	228	57	13	407	241
Ward 2, Precinct 3	394	212	95	29	489	241
Ward 3, Precinct 1	342	203	74	29	416	232
Ward 3, Precinct 2	164	120	17	9	181	129
Ward 3, Precinct 3	203	143	26	14	229	157
Ward 4, Precinct 1	149	119	89	21	238	140
Ward 4, Precinct 2	175	141	32	3	207	144
Ward 4, Precinct 3	289	197	30	15	319	212
<u>TOTAL</u>	3002	1954	582	210	3584	2164
COUNCIL MEMBER FOUR-YEAR TERM	PRECINCT COUNT		ABSENTEE BALLOTS		TOTAL	
	PLOWMAN	DEBLIECK	PLOWMAN	DEBLIECK	PLOWMAN	DEBLIECK
Ward 1, Precinct 1	236	211	51	55	287	266
Ward 1, Precinct 2	138	144	11	15	149	159
Ward 1, Precinct 3	211	144	17	25	228	169
<u>TOTAL</u>	585	499	79	95	664	594

COUNCIL MEMBER FOUR-YEAR TERM	PRECINCT COUNT		ABSENTEE BALLOTS		TOTAL	
	CHRISTIANSON	GARDNER	CHRISTIANSON	GARDNER	CHRISTIANSON	GARDNER
Ward 2, Precinct 1	259	230	22	36	281	266
Ward 2, Precinct 2	362	279	44	35	406	314
Ward 2, Precinct 3	357	291	74	54	431	345
<u>TOTAL</u>	978	800	140	125	1118	925

COUNCIL MEMBER FOUR-YEAR TERM	PRECINCT COUNT		ABSENTEE BALLOTS		TOTAL	
	FAGERLIE	ENOS	FAGERLIE	ENOS	FAGERLIE	ENOS
Ward 3, Precinct 1	344	195	74	22	418	217
Ward 3, Precinct 2	153	123	14	12	167	135
Ward 3, Precinct 3	207	132	29	12	236	144
<u>TOTAL</u>	704	450	117	46	821	496

COUNCIL MEMBER FOUR-YEAR TERM	PRECINCT COUNT		ABSENTEE BALLOTS		TOTAL	
	NELSEN		NELSEN		NELSEN	
Ward 4, Precinct 1	231	0	92	0	323	0
Ward 4, Precinct 2	284	0	31	0	315	0
Ward 4, Precinct 3	425	0	36	0	461	0
<u>TOTAL</u>	940	0	159	0	1099	0

Dated this 7th day of November, 2014

COUNCIL MEMBERS

/s/ Rick Fagerlie

/s/ Bruce DeBlicke

/s/ Tim Johnson

/s/ Ron Christianson

/s/ Frank Yanish

MAYOR

/s/ Audrey Nelsen

/s/ Kevin Halliday

ATTEST: City Clerk-Treasurer

There being no further business to come before the Board of Canvass, the meeting was adjourned at 3:25 p.m. by Mayor Frank Yanish.

WILLMAR MUNICIPAL UTILITIES MINUTES
MUNICIPAL UTILITIES AUDITORIUM
NOVEMBER 10, 2014

The Municipal Utilities Commission met in its regular scheduled meeting on Monday, November 10, 2014, 11:45 a.m. in the Municipal Utilities Auditorium with the following Commissioners present: Steve Salzer, Matt Schrupp, Dan Holtz, Jeff Nagel, Joe Gimse, and Justin Mattern. Absent was Commissioner Carol Laumer.

Others present at the meeting were: General Manager Wesley Hompe, Director of Finance Tim Hunstad, Director of Operations John Harren, Power Supply Manager Chris Carlson, Customer Service Supervisor Stacy Stien, Administrative Secretary Beth Mattheisen, City Attorney Robert Scott (via teleconference), and West Central Tribune Journalist David Little.

Due to the absence of Secretary Laumer, President Salzer opened the meeting by appointing Commissioner Nagel to serve as Acting Secretary. Following the appointment, President Salzer requested a resolution to approve the Consent Agenda. Following a review, Commissioner Schrupp offered a resolution to approve the Consent Agenda as presented. Commissioner Nagel seconded.

RESOLUTION NO. 43

“BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the Consent Agenda be approved as presented which includes:

- ❖ Minutes from the October 27, 2014 Commission meeting; and,
- ❖ Bills represented by vouchers No. 1412076 to No. 142150 inclusive in the amount of \$167,326.91 with a MISO credit in the amount of \$93,799.84 and a Westmoreland Resource (coal) payment in the amount of \$54,415.80.

Dated this 10th day of November, 2014.

President

ATTEST:

Acting Secretary

The foregoing resolution was adopted by a vote of six ayes and zero nays.

President Salzer informed the Commission that due to the inclement weather, Consultant Dave Berg would not be in attendance to present the Commission with an overview of the Cost of Service & Rate Study as anticipated. Mr. Berg’s presentation and analysis will be rescheduled to the November 24th MUC meeting.

At this time, Director of Finance Hunstad reviewed with the Commission with the preliminary 2015 WMU Budget. A complete summary of the preliminary budget was reviewed including identifying individual budgetary items that would be considered high-impact items. Following discussion, Hunstad informed the Commission that the next step in the budgetary process would be to present the refined proposed 2015 WMU Budget to the City Finance Committee (November 18th meeting) for their review with formal approval by the Commission to follow tentatively at the November 24th MUC meeting.

General Manager Hompe brought before the Commission a request to authorize a property purchase agreement between the Willmar Municipal Utilities and Jennie-O Turkey Store (JOTS) to be utilized in the future Priam Substation Project (transmission line upgrade). This transmission line project would assist in accommodating the power flows and increase the reliability for future power supply to the citizens of Willmar. The parcel of land would be for 47.82 acres at a total purchase price of \$352,000 (appraised value). Terms and conditions were negotiated by representatives from the entities involved. The timeline involved in obtaining the property acquisition was presented for review. While it was noted that of the proposed acreage being purchased, a majority of the land could be put back into the market following the completion of the substation project. It was also noted that the actual purchase price would be included in WMU's MISO Attachment O submission which would assist in the recovery of the incurred expenses related to the substation construction and transmission line upgrade. Following considerable discussion by the Commission, Commissioner Salzer offered a resolution to approve the purchase agreement for the land acquisition for the Priam Substation Project at a price of \$352,000. Commissioner Nagel seconded.

RESOLUTION NO. 44

"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the Commercial Property Purchase Agreement between the Willmar Municipal Utilities and Jennie-O Turkey Store, Inc., for the land acquisition of 47.82 acres required for the Priam Substation Project (transmission upgrade) be approved in the amount of \$352,000."

Dated this 10th day of November, 2014.

President

ATTEST:

Acting Secretary

The foregoing resolution was adopted by a vote of four ayes, one abstention (Schrupp), and one nay (Gimse).

Commissioner Schrupp (Chair) reviewed with the Commission minutes from the October 27th WMU Labor Committee meeting (see attached). The focal point discussed by the Committee was the current status of the labor negotiations between WMU and its I.B.E.W. Local Union #160 employee-members. Schrupp stated that a modified two-year proposal had been presented to the union members for consideration (9/24/14). This proposal was not approved by the voting members. Following further discussion, the WMU Planning Committee was recommending staff to contact legal counsel regarding the possibility of presenting a verbal proposal (modified) to IBEW union officials for consideration. Following discussion, Commissioner Holtz offered a motion to approve the minutes of the October 27th WMU Planning Committee meeting as presented. Commissioner Schrupp seconded the motion which carried by a vote of two ayes and zero nays.

Note: The proposed two-year labor agreement was subsequently presented and approved of by the WMU union-employee members. Formal approval of the agreement will be presented at the November 24th MUC meeting.

For information and review, Power Supply Manager Carlson presented the Commission with an analysis of the September 2014 Power Supply Report.

General Manager Hompe informed the Commission of a number of future utility-related events to note. These events include:

- MMUA Legislative Conference (Bloomington) – February 4-6, 2015
- APPA Legislative Rally (Washington, DC) – March 9-11, 2015
- APPA National Conference (Minneapolis, MN) – June 5-10, 2015
- MMUA Annual Summer Conference (Breezy Point) – August 17-19, 2015

There being no further business to come before the Commission, Commissioner Nagel made a motion to adjourn the meeting. Commissioner Holtz seconded the motion, and the meeting was adjourned by a vote of six ayes and zero nays.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

Beth Mattheisen
Administrative Secretary

ATTEST:

Jeff Nagel, Acting Secretary



WILLMAR MUNICIPAL UTILITIES
WMU Labor Committee Meeting Minutes
Monday, October 27, 2014 – 12:30 p.m.

Attendees: Commissioners Matt Schrupp (Chair) & Carol Laumer, General Manager Wesley Hompe, and Director of Operations John Harren.

Committee Chair Schrupp called the meeting to order at 12:29 p.m. by requesting any additions or changes to the presented Agenda.

AGENDA ITEMS:

1. Union Negotiations Update:

The latest negotiation/mediation session was held on September 22nd. Following the session, a modified two-year proposal (dated 9/24/14) was presented to IBEW Local Union 160 for consideration. Adjustments to the proposal included duration & effective dates, changes related to insurance plans, and numerous language modifications and/or clarifications. The proposal was presented to the union employees who subsequently voted down the proposed agreement which then nullifies and takes this proposal off the table. Following the clarification of the proposal and its contents, discussion continued regarding what direction or steps should next be sought to come to terms on a contract agreement that would be accepted by both parties.

Further options and strategies were reviewed in an effort to reach a mutually beneficial agreement between WMU and IBEW Local Union 160. WMU Attorney Frank Madden would be contacted to further review the current contract and its contents (including the issue of retroactive pay).

Following discussions, it was the consensus and recommendation of the WMU Labor Committee to contact Attorney Madden regarding the possibility of presenting a verbal proposal to IBEW union officials in an effort to reach a mutually acceptable agreement between WMU and Local Union #160.

➤ **Adjournment:**

There being no further business to come before the WMU Labor Committee, Commissioner Schrupp offered a motion to adjourn the meeting at 1:02 p.m. Commissioner Laumer seconded the motion which carried by a vote of two ayes and zero nays.

**WILLMAR PLANNING COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, NOVEMBER 12, 2014**

MINUTES

1. The Willmar Planning Commission met on Wednesday, November 12, 2014, at 7:00 p.m. at the Willmar City Offices Conference Room #2.

** Members Present: Mark Klema, Scott Thaden, Randy Czarnetzki, Sandy Bebler, Bob Poe, and Aaron Larson.

**Members Absent: Margaret Fleck, Gary Geiger, and Andrew Engan.

** Others Present: Kevin Friesen, Doug Fenstra, Jen Johnson, Carrie Buddy, and Megan DeSchepper- Planner

2. MINUTES: The minutes of the October 22, 2014 meeting were approved as submitted.

3. OIL-AIR PRODUCTS, LLC CONDITIONAL USE PERMIT-FILE NO. 14-09: The public hearing opened at 7:01 p.m. Doug Fenstra, of Fenstra Real Estate, presented the request for a conditional use permit to operate an assembly hose parts business, office and sales display area on behalf of Oil-Air Products, LLC Plymouth, MN on property legally described as follows: part of Outlot 2 of A.G. Andersons plat AND part of the of the NE ¼ of NE ¼ Section 14, Township 119, Range 35 (1500 Hwy. 12 E). Mr. Fenstra explained that the applicant would be leasing the Donnerite Trucking portion of the building and doing some remodeling for the assembly use. Oil-Air Products assembles hoses of various sizes and lengths with various metal or plastic fittings for several of the areas ag/industrial related businesses.

Kevin Friesen, an abutting property owner asked about air/ventilation and noise. Mr. Fenstra explained that there is only pneumatic equipment and the noise is minimal decibels as the employees do not wear ear protection.

Mr. Friesen inquired about the empty residentially zoned lot to the south. Mr. Fenstra stated there were no plans for that portion of the property, and if it were to be used for anything other then what it is zoned a rezone would be required including public hearing etc.

With no further questions from the public, the hearing was closed at 7:15 p.m.

Staff comments were reviewed and discussed (see Attachment A).

The Commission enquired about the hours of operation. Mr. Fenstra explained that it would be regular business hours of 8 a.m. to 5 p.m.

Ms. Bebler made a motion, seconded by Mr. Larson, to approve the conditional use permit with the following condition:

- A. The use shall meet all applicable local, state, and federal rules and regulations at all times.

The Planning Commission made the affirmative findings of fact as per Section 9.E.3.a.1-7.

The motion carried, with Mr. Czarnetzki abstaining.

- 4. SAFE AVENUES OFFICE PLAN REVIEW- FILE NO. 14-10: Jen Johnson, of Safe Avenues, presented a request for plan review for their administrative offices and Harmony Visitation Center to operate out of property legally described as follows: Lot 1, Block 1, West Park 6th Addition (1950 19th Ave. SW). Ms. Johnson explained that they currently meet the Zoning Ordinance for parking, and have room available to the north of the building to add additional parking if needed. They would generally be open regular business hours with some evening meetings to 8 p.m. at the latest. And some weekend meetings as needed.

The Planning Commission reviewed and discussed staff comments (see Attachment A).

The Commission talked about the location and the Limited Business Zoning and professional office uses and that the use should fit into the neighborhood.

Mr. Czarnetzki made a motion, seconded by Ms. Bebler, to approve the plan review with the following condition:

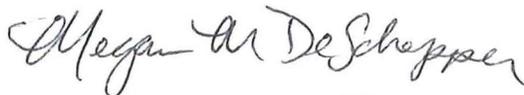
- A. The use shall meet all applicable local, state, and federal rules and regulations at all times.

The Planning Commission reviewed and made affirmative findings of fact as per Zoning Ordinance Section 9.4.a.1-7.

The motion carried.

- 5. There being no further business to come before the Commission, the meeting adjourned at 7:33 p.m.

Respectfully submitted,



Megan M. DeSchepper, AICP
Planner/Airport Manager

PLANNING COMMISSION-NOVEMBER 12, 2014

STAFF COMMENTS

1. OIL-AIR PRODUCTS, LLC CONDITIONAL USE PERMIT –FILE NO. 14-09:

- The applicant is Oil-Air Products, LLC Plymouth, MN.
- The applicant is requesting a conditional use permit to operate an assembly hose parts business, office, and sales display area on property legally described as follows: Part of Outlot 2 of A.G. Andersons plat AND Part of the NE ¼ of NE ¼ Section 14, Township 119, Range 35 (1500 Hwy. 12 E.)
- The applicant applied for a conditional use permit as the assembly use isn't listed in any of the uses in the Zoning Ordinance and as such a conditional use permit is required.
- Intensity of use of the property would be less than the current trucking business at the site. The applicant would have two semi-trucks to the site daily.
- Operating hours would be?
- The applicant cuts hoses to a certain length, inserts steel hose ends into the hose, crimps the steel hose ends on the hose, cap the hose ends with plastic, and package them for shipment. They assemble the existing components, no manufacturing would occur on site.
- The deliveries would come to the front (north portion) of the building.
- Exterior noise or vibrations should be minimal.

RECOMMENDATION: Approve the conditional use permit request with the following condition:

- A. The use shall meet all applicable local, state, and federal rules and regulations at all times.

2. SAFE AVENUES PLAN REVIEW- FILE NO. 14-10:

- The applicant is Safe Avenues, Willmar, MN.
- The applicant is requesting plan review for their office use on property legally described as follows: Lot 1, block 1, West Park 6th Addition (1950 19th Ave. SW).
- The property is zoned LB (Limited Business) professional office uses are permitted in the district with plan review.
- There are currently 10 parking spots available on site and that meets Ordinance parking requirements for the 1973 sq. ft. of meeting space, and they have room to add additional parking as needed.
- Hours of operation? Weekends?
- The building has operated and functioned commercially in the neighborhood for some time in low impact medical/professional office way and would continue to do so with this use.

RECOMMENDATION: Approve the plan review with the following conditions:

- A. The use shall meet all applicable local, state, and federal rules and regulations at all times.

Vendor Payments History Report
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
ACLS COMPANY/THE			003059											
	41093	11/13/14	EMT/1ST RESPONDER TRNG	550.00		1124		D	N				TRAVEL-CONF.-SCH	101.42411.0333
AFFILIATED MED CENTERS			000028											
	41094	11/13/14	FIREFIGHTER PHYSICALS	1,072.68		4911012/11-14		D	N				SUBSISTENCE OF P	101.42412.0337
	41094	11/13/14	FLU SHOT ADMINISTRATION	231.00		4911012/11-14		D	N				SUBSISTENCE OF P	101.42412.0337
			VENDOR TOTAL	1,303.68		*CHECK TOTAL								
AMERICAN SCIENTIFIC SERV			002512											
	41095	11/13/14	WETLAND REPLACEMENT PLAN	600.00		1019		D	M	07			PROFESSIONAL SER	101.41402.0446
AMERICAN WELDING & GAS I			000057											
	41096	11/13/14	CYLINDER RETEST	330.00		02944004		D	N				PROFESSIONAL SER	101.42412.0446
	41096	11/13/14	CYLINDER RETEST	330.00		02954527		D	N				PROFESSIONAL SER	101.42412.0446
	41096	11/13/14	FIRE EXT. INSPECTION	267.90		02959417		D	N				MTCE. OF EQUIPME	101.45427.0334
	41096	11/13/14	WELDING GAS	33.86		02971306		D	N				GENERAL SUPPLIES	101.43425.0229
	41096	11/13/14	WELDING GAS	20.53		02971584		D	N				GENERAL SUPPLIES	101.43425.0229
			VENDOR TOTAL	982.29		*CHECK TOTAL								
AMERIPRIDE LINEN & APPAR			000051											
	41097	11/13/14	TOWEL SERVICE	25.70		2200566031		D	N				CLEANING AND WAS	101.43425.0338
	41097	11/13/14	TOWEL SERVICE	32.65		2200566035		D	N				CLEANING AND WAS	101.43425.0338
	41097	11/13/14	TOWEL SERVICE	25.70		2200571807		D	N				CLEANING AND WAS	101.43425.0338
	41097	11/13/14	TOWEL SERVICE	30.22		2200571809		D	N				CLEANING AND WAS	101.43425.0338
			VENDOR TOTAL	114.27		*CHECK TOTAL								
ANDERSON LAW OFFICES			002954											
	41098	11/13/14	LEGAL SERVICES-OCTOBER	9,696.35		STMT/10-14		D	M	07			PROFESSIONAL SER	101.41406.0446
APPERT'S FOOD SERVICE			002526											
	41099	11/13/14	CONCESSION SUPPLIES	370.96		410290306		D	N				GENERAL SUPPLIES	101.45433.0229
ATW INC			002646											
	41100	11/13/14	CRACK SEAL OLD SITE	700.00		9784		D	N				MTCE. OF OTHER I	651.48484.0336
	41100	11/13/14	CRACK SEAL NEW SITE	3,885.00		9785		D	N				MTCE. OF OTHER I	651.48484.0336
			VENDOR TOTAL	4,585.00		*CHECK TOTAL								
AVON MFG COMPANY LLP			.02211											
	41101	11/13/14	HYDRANT BAG	244.86		34111		D	N				SMALL TOOLS	101.42412.0221
BAKER GRAPHICS			000917											
	41102	11/13/14	#140522-DECALS	80.00		11456		D	N				MACHINERY AND AU	450.42412.0553
BOLTON & MENK INC			001010											
	41103	11/13/14	GORTON AVE/9TH ST IMP	27,400.00		0171614		D	N				PROFESSIONAL SER	414.48451.0446

Vendor Payments History Report
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
BOLTON & MENK INC 001010														
	41103	11/13/14	REIMBURSABLE EXPENSES	440.00		0171614		D	N				PROFESSIONAL SER	414.48451.0446
	41103	11/13/14	12TH ST SE IMPROVEMENT	7,737.50		0171615		D	N				PROFESSIONAL SER	414.48454.0446
	41103	11/13/14	REIMBURSABLE EXPENSES	440.00		0171615		D	N				PROFESSIONAL SER	414.48454.0446
	41103	11/13/14	IND. PARK 4TH ADDITIO	26,558.00		0171617		D	N				PROFESSIONAL SER	414.48455.0446
	41103	11/13/14	REIMBURSABLE EXPENSES	165.00		0171617		D	N				PROFESSIONAL SER	414.48455.0446
	41103	11/13/14	L.S. DESIGN SERVICES	6,265.06		0171618		D	N				PROFESSIONAL SER	432.48507.0446
				69,005.56										
			VENDOR TOTAL	69,005.56										
													*CHECK TOTAL	
BSE 001980														
	41104	11/13/14	LIGHT BULBS	42.76		908254108		D	N				MTCE. OF STRUCTU	651.48484.0225
	41104	11/13/14	PHOTO EYES FOR WALL PACK	36.24		908254109		D	N				MTCE. OF STRUCTU	651.48484.0225
	41104	11/13/14	FLASHLIGHT BATTERIES	119.45		908264873		D	N				MTCE. OF EQUIPME	101.42412.0224
	41104	11/13/14	FLASHLIGHT BATTERIES	32.00		908268338		D	N				MTCE. OF EQUIPME	101.42412.0224
	41104	11/13/14	RETURNED BALLAST	65.51CR		908285091		D	N				MTCE. OF STRUCTU	651.48484.0225
	41104	11/13/14	ELECTRICAL PARTS	43.13		908293813		D	N				MTCE. OF STRUCTU	101.45433.0225
	41104	11/13/14	WIRING-LIGHT PROJECT	26.68		908297376		D	N				MTCE. OF STRUCTU	101.45433.0225
	41104	11/13/14	BATTERIES FOR EQUIPMENT	369.11		908298266		D	N				GENERAL SUPPLIES	101.42412.0229
	41104	11/13/14	LIGHT BULBS-RUNWAY LTS	431.49		908328219		D	N				MTCE. OF OTHER I	230.43430.0226
	41104	11/13/14	LIGHT BULBS	128.28		908340001		D	N				MTCE. OF STRUCTU	651.48484.0225
				1,163.63										
			VENDOR TOTAL	1,163.63										
													*CHECK TOTAL	
BUSINESSWARE SOLUTIONS 002776														
	41105	11/13/14	XEROX WORK CENTER	6,714.00		226564		D	N				FURNITURE AND EQ	450.42412.0552
	41105	11/13/14	HP OFFICEJET PRO PRINTER	715.00		226819		D	N				SMALL TOOLS	101.41409.0221
				7,429.00										
			VENDOR TOTAL	7,429.00										
													*CHECK TOTAL	
C D & T INC AUTO PARTS 000145														
	41106	11/13/14	#147037-HOSE	106.12		929776		D	N				MTCE. OF EQUIPME	101.43425.0224
CARRANZA/NOE 002547														
	41107	11/13/14	INTERPRETED 10/25/14	75.00		102514		D	M	07			PROFESSIONAL SER	101.42411.0446
CENTERPOINT ENERGY 000467														
	41108	11/13/14	NATURAL GAS CHARGES	48.20		6072309/10-14		D	N				UTILITIES	101.45437.0332
CENTRAL LAKES COOPERATIV 001259														
	41109	11/13/14	PROPANE-STREET PATCHING	67.53		055220		D	N				MTCE. OF OTHER I	101.43425.0226
CENTRAL TIRE AND AUTO IN 000150														
	41110	11/13/14	KUBOTA TIRES	800.10		46470		D	N				MTCE. OF EQUIPME	101.43425.0224
	41110	11/13/14	#088184-TIRES	700.00		46722		D	N				MTCE. OF EQUIPME	101.43425.0224
				1,500.10										
			VENDOR TOTAL	1,500.10										
													*CHECK TOTAL	

Vendor Payments History Report
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
CHAMBERLAIN OIL CO			000154							
	41111	11/13/14	SCREW PUMP GREASE	637.52		132940		D N	MTCE. OF EQUIPME	651.48484.0224
	41111	11/13/14	GENERATOR ANTIFREEZE	356.05		133548		D N	MTCE. OF EQUIPME	651.48484.0224
	41111	11/13/14	OIL	750.25		134601		D N	INVENTORIES-MDSE	101.125000
	41111	11/13/14	DRUM RETURN	20.00CR		134601		D N	INVENTORIES-MDSE	101.125000
	41111	11/13/14	GREASE	274.92		134602		D N	MOTOR FUELS AND	101.43425.0222
			VENDOR TOTAL	1,998.74		*CHECK TOTAL				
				1,998.74						
CHARTER COMMUNICATIONS			000736							
	41112	11/13/14	MONTHLY PHONE SERVICE	46.80		1136/12-14		D N	COMMUNICATIONS	101.41409.0330
	41112	11/13/14	MONTHLY PHONE SERVICE	41.60		3941/11-14		D N	COMMUNICATIONS	101.41409.0330
	41112	11/13/14	MONTHLY PHONE SERVICE	68.11		4972/11-14		D N	COMMUNICATIONS	101.41409.0330
			VENDOR TOTAL	156.51		*CHECK TOTAL				
				156.51						
CIT TECHNOLOGY FIN SERV			002556							
	41113	11/13/14	COPIER LEASE AGRMT	159.00		26001483		D N	RENTS	101.41405.0440
CITY OF WILLMAR-GENERAL			000292							
	41114	11/13/14	BLDG PERMIT #22613	420.59		2014-22613		D N	LICENSES AND TAX	101.45433.0445
COMMISSIONER OF TRANSPOR			001055							
	41115	11/13/14	MNDOT HWY SIGNAGE	1,360.10		103114		D N	MTCE. OF OTHER I	230.43430.0226
COMPUTER PROF. UNLIMITED			000065							
	41116	11/13/14	CAMA MEETING	44.00		STMT/11-14		D N	TRAVEL-CONF.-SCH	101.41404.0333
	41116	11/13/14	CAMA MONTHLY SUPPORT-NOV	150.00		STMT/11-14		D N	MTCE. OF EQUIPME	101.41404.0334
			VENDOR TOTAL	194.00		*CHECK TOTAL				
				194.00						
CONTINENTAL RESEARCH COR			000178							
	41117	11/13/14	INSECTICIDE	196.46		411841-CRC-1		D N	GENERAL SUPPLIES	651.48484.0229
COPIER BUSINESS SOLUTION			001934							
	41118	11/13/14	COPIER MTCE CHARGE	70.51		244998		D N	MTCE. OF EQUIPME	101.42412.0334
	41118	11/13/14	COPIER MTCE CHARGE	52.59		245250		D N	MTCE. OF EQUIPME	101.41405.0334
			VENDOR TOTAL	123.10		*CHECK TOTAL				
				123.10						
CROW CHEMICAL & LIGHTING			000186							
	41119	11/13/14	HAND TOWELS	89.70		4731		D N	GENERAL SUPPLIES	651.48484.0229
DAN'S SHOP INC			002212							
	41120	11/13/14	FILTERS	225.80		65493		D N	INVENTORIES-MDSE	101.125000
DEBLIECK/BRUCE			001307							
	41121	11/13/14	MILEAGE-LMC MEETING	64.96		103014		D N	TRAVEL-CONF.-SCH	101.41401.0333

Vendor Payments History Report
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
DELL MARKETING LP			001747											
	41122	11/13/14	DELL 19" MONITOR	129.99		XJKC8DKJ5		D	N				SMALL TOOLS	101.41409.0221
	41122	11/13/14	6 APC BACKUPS	353.94		XJKD2FN61		D	N				SMALL TOOLS	101.41409.0221
			VENDOR TOTAL	483.93		*CHECK TOTAL								
DEPT OF HUMAN SERVICES			002914											
	41123	11/13/14	#22 RICE CARE CENTER-	25,164.49			00000236153	D	N				OTHER CHARGES	101.41428.0449
DOOLEY'S PETROLEUM INC			000212											
	41124	11/13/14	88 GALLONS DIESEL	291.46		321839		D	N				MOTOR FUELS AND	651.48486.0222
	41124	11/13/14	378 GALLONS DIESEL	1,289.74		321852		D	N				MOTOR FUELS AND	651.48486.0222
	41124	11/13/14	116 GALLONS DIESEL	395.80		321857		D	N				MOTOR FUELS AND	651.48486.0222
	41124	11/13/14	117 GALLONS DIESEL	407.40		321891		D	N				MOTOR FUELS AND	651.48486.0222
	41124	11/13/14	PUMP/LUBE TRAINING	487.26		8586		D	N				MOTOR FUELS AND	101.42412.0222
			VENDOR TOTAL	2,871.66		*CHECK TOTAL								
DOOLEY'S PETROLEUM INC			002163											
	41125	11/13/14	4,000 GALLONS DIESEL	13,752.78		00431		D	N				INVENTORIES-MDSE	101.125000
	41125	11/13/14	4,000 GALLONS UNLEADE	10,612.55		4632120		D	N				INVENTORIES-MDSE	101.125000
			VENDOR TOTAL	24,365.33		*CHECK TOTAL								
DUININCK INC			000222											
	41126	11/13/14	TACH OIL-STREET PATCHING	412.50			517674	D	N				MTCE. OF OTHER I	101.43425.0226
	41223	11/13/14	MINN WEST LIFT STATI	908,904.72		1310/EST. 2		D	N				MTCE. OF OTHER I	432.48504.0336
	41223	11/13/14	MINN WEST LIFT STATI	464,495.37		1310/EST. 3		D	N				MTCE. OF OTHER I	432.48504.0336
			VENDOR TOTAL	1,373,400.09		*CHECK TOTAL								
ED DAVIS BUSINESS MACHIN			000229											
	41127	11/13/14	OFFICE SUPPLIES	53.99		135236		D	N				OFFICE SUPPLIES	741.48001.0220
	41127	11/13/14	OFFICE SUPPLIES	10.54		135627		D	N				OFFICE SUPPLIES	101.43425.0220
	41127	11/13/14	OFFICE SUPPLIES	224.91		135651		D	N				OFFICE SUPPLIES	741.48001.0220
			VENDOR TOTAL	289.44		*CHECK TOTAL								
ED'S SERVICE CENTER & SA			000231											
	41128	11/13/14	TOWING CHARGES	1,255.00		STMT/10-14		D	N				OTHER SERVICES	101.42411.0339
	41128	11/13/14	TOWING CHARGES	45.00		118584		D	N				OTHER SERVICES	101.42411.0339
			VENDOR TOTAL	1,300.00		*CHECK TOTAL								
EMERGENCY RESPONSE SOLUT			003048											
	41129	11/13/14	HELMET FRONTS	153.95		2934		D	N				SUBSISTENCE OF P	101.42412.0227

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
KING/VINCENT			001264											
	41155	11/13/14	TRAINING	16.00		646		D	N				TRAVEL-CONF.-SCH	101.42411.0333
KRIS ENGINEERING INC			002498											
	41156	11/13/14	PLOW CUTTING EDGES	517.65CR		23214		D	N				MTCE. OF EQUIPME	101.43425.0224
	41156	11/13/14	PLOW CUTTING EDGES	4,320.00		24442		D	N				MTCE. OF EQUIPME	101.43425.0224
			VENDOR TOTAL	3,802.35		*CHECK TOTAL								
				3,802.35										
LEAGUE OF MN CITIES			INS 001189											
	41157	11/13/14	WORKER'S COMP PREMIUM	272.00		28465		D	N				EMPLOYER INSUR.	101.41400.0114
	41157	11/13/14	WORKER'S COMP PREMIUM	57.00		28465		D	N				EMPLOYER INSUR.	101.41401.0114
	41157	11/13/14	WORKER'S COMP PREMIUM	550.00		28465		D	N				EMPLOYER INSUR.	101.41402.0114
	41157	11/13/14	WORKER'S COMP PREMIUM	209.00		28465		D	N				EMPLOYER INSUR.	101.41403.0114
	41157	11/13/14	WORKER'S COMP PREMIUM	274.00		28465		D	N				EMPLOYER INSUR.	101.41404.0114
	41157	11/13/14	WORKER'S COMP PREMIUM	354.00		28465		D	N				EMPLOYER INSUR.	101.41405.0114
	41157	11/13/14	WORKER'S COMP PREMIUM	416.00		28465		D	N				EMPLOYER INSUR.	101.41408.0114
	41157	11/13/14	WORKER'S COMP PREMIUM	172.00		28465		D	N				EMPLOYER INSUR.	101.41409.0114
	41157	11/13/14	WORKER'S COMP PREMIUM	74.00		28465		D	N				EMPLOYER INSUR.	101.41409.0114
	41157	11/13/14	WORKER'S COMP PREMIUM	10.00		28465		D	N				EMPLOYER INSUR.	101.41424.0114
	41157	11/13/14	WORKER'S COMP PREMIUM	16,251.00		28465		D	N				EMPLOYER INSUR.	101.42411.0114
	41157	11/13/14	WORKER'S COMP PREMIUM	8,451.00		28465		D	N				EMPLOYER INSUR.	101.42412.0114
	41157	11/13/14	WORKER'S COMP PREMIUM	440.00		28465		D	N				EMPLOYER INSUR.	101.43417.0114
	41157	11/13/14	WORKER'S COMP PREMIUM	14,277.00		28465		D	N				EMPLOYER INSUR.	101.43425.0114
	41157	11/13/14	WORKER'S COMP PREMIUM	532.00		28465		D	N				EMPLOYER INSUR.	101.43425.0114
	41157	11/13/14	WORKER'S COMP PREMIUM	619.00		28465		D	N				EMPLOYER INSUR.	101.45432.0114
	41157	11/13/14	WORKER'S COMP PREMIUM	894.00		28465		D	N				EMPLOYER INSUR.	101.45433.0114
	41157	11/13/14	WORKER'S COMP PREMIUM	295.00		28465		D	N				EMPLOYER INSUR.	101.45437.0114
	41157	11/13/14	WORKER'S COMP PREMIUM	5,606.00		28465		D	N				EMPLOYER INSUR.	651.48484.0114
	41157	11/13/14	WORKER'S COMP PREMIUM	973.00		28465		D	N				EMPLOYER INSUR.	651.48485.0114
			VENDOR TOTAL	50,726.00		*CHECK TOTAL								
				50,726.00										
LIEBL/JEFFREY			003129											
	41158	11/13/14	SFST/OPUE/DTID TRNG	37.00		647		D	N				TRAVEL-CONF.-SCH	101.42411.0333
LINCOLN FINANCIAL GROUP			002789											
	41159	11/13/14	LIFE INSURANCE-NOVEMBER	8.00		M280		D	N				COBRA INS PREMIU	101.120001
	41159	11/13/14	LIFE INSURANCE-NOVEMBER	55.80		M280		D	N				EMPLOYER INSUR.	101.41400.0114
	41159	11/13/14	LIFE INSURANCE-NOVEMBER	48.75		M280		D	N				EMPLOYER INSUR.	101.41402.0114
	41159	11/13/14	LIFE INSURANCE-NOVEMBER	16.25		M280		D	N				EMPLOYER INSUR.	101.41403.0114
	41159	11/13/14	LIFE INSURANCE-NOVEMBER	29.25		M280		D	N				EMPLOYER INSUR.	101.41404.0114
	41159	11/13/14	LIFE INSURANCE-NOVEMBER	39.00		M280		D	N				EMPLOYER INSUR.	101.41405.0114
	41159	11/13/14	LIFE INSURANCE-NOVEMBER	9.75		M280		D	N				EMPLOYER INSUR.	101.41408.0114
	41159	11/13/14	LIFE INSURANCE-NOVEMBER	39.00		M280		D	N				EMPLOYER INSUR.	101.41409.0114
	41159	11/13/14	LIFE INSURANCE-NOVEMBER	3.25		M280		D	N				EMPLOYER INSUR.	101.41424.0114
	41159	11/13/14	LIFE INSURANCE-NOVEMBER	1,435.25		M280		D	N				INS. PASS THROUG	101.41428.0819
	41159	11/13/14	LIFE INSURANCE-NOVEMBER	341.25		M280		D	N				EMPLOYER INSUR.	101.42411.0114

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
LINCOLN FINANCIAL GROUP 002789														
	41159	11/13/14	LIFE INSURANCE-NOVEMBER	29.25		M280		D	N				EMPLOYER INSUR.	101.42412.0114
	41159	11/13/14	LIFE INSURANCE-NOVEMBER	43.87		M280		D	N				EMPLOYER INSUR.	101.43417.0114
	41159	11/13/14	LIFE INSURANCE-NOVEMBER	196.96		M280		D	N				EMPLOYER INSUR.	101.43425.0114
	41159	11/13/14	LIFE INSURANCE-NOVEMBER	9.75		M280		D	N				EMPLOYER INSUR.	101.45432.0114
	41159	11/13/14	LIFE INSURANCE-NOVEMBER	48.75		M280		D	N				EMPLOYER INSUR.	101.45433.0114
	41159	11/13/14	LIFE INSURANCE-NOVEMBER	5.85		M280		D	N				EMPLOYER INSUR.	101.45435.0114
	41159	11/13/14	LIFE INSURANCE-NOVEMBER	4.87		M280		D	N				EMPLOYER INSUR.	101.45437.0114
	41159	11/13/14	LIFE INSURANCE-NOVEMBER	89.70		M280		D	N				EMPLOYER INSUR.	651.48484.0114
	41159	11/13/14	LIFE INSURANCE-NOVEMBER	9.75		M280		D	N				EMPLOYER INSUR.	651.48485.0114
	41159	11/13/14	LIFE INSURANCE-NOVEMBER	9.75		M280		D	N				EMPLOYER INSUR.	651.48486.0114
			VENDOR TOTAL	2,474.05										
				2,474.05									*CHECK TOTAL	
MAAC INC 001765														
	41160	11/13/14	ASBESTOS INSPECTION	970.00			101420		D	N			PROFESSIONAL SER	101.41402.0446
MACQUEEN EQUIPMENT INC 000427														
	41161	11/13/14	#130012-SOLENOID VALVE	275.40			2146471		D	N			MTCE. OF EQUIPME	101.43425.0224
	41161	11/13/14	#130012-HYDRAULIC VALVE	280.70			2146495		D	N			MTCE. OF EQUIPME	101.43425.0224
			VENDOR TOTAL	556.10										
				556.10									*CHECK TOTAL	
MACVB 001218														
	41162	11/13/14	MEMBERSHIP DUES	385.00			121		D	N			PREPAID EXPENSES	208.128000
MAGNUSON SHEET METAL INC 001121														
	41163	11/13/14	SERVICED FURNACE-PARTS	100.00			124866		D	N			MTCE. OF STRUCTU	101.42412.0225
	41163	11/13/14	SERVICED FURNACE-LABOR	110.00			124866		D	N			MTCE. OF EQUIPME	101.42412.0334
			VENDOR TOTAL	210.00										
				210.00									*CHECK TOTAL	
MATHESON TRI-GAS INC 002898														
	41164	11/13/14	WELDING GAS	63.43			10179164		D	N			GENERAL SUPPLIES	101.45433.0229
MENARDS 000449														
	41165	11/13/14	AIR MASKS	4.97			61542		D	N			GENERAL SUPPLIES	101.41409.0229
	41165	11/13/14	LIGHT BULBS	13.96			61629		D	N			MTCE. OF STRUCTU	101.41408.0225
	41165	11/13/14	LIGHT BULBS	11.04			61648		D	N			MTCE. OF STRUCTU	101.45433.0225
	41165	11/13/14	CANVAS DROP CLOTHS	49.92			61648		D	N			GENERAL SUPPLIES	101.45433.0229
	41165	11/13/14	GORILLA GLUE	18.56			61648		D	N			GENERAL SUPPLIES	101.45433.0229
	41165	11/13/14	KUBOTA SCREWS	1.58			61659		D	N			MTCE. OF EQUIPME	651.48484.0224
	41165	11/13/14	CONCRETE CULVERT CAP	61.23			61731		D	N			MTCE. OF OTHER I	651.48486.0226
	41165	11/13/14	CONCRETE CULVERT CAP	8.35CR			61732		D	N			MTCE. OF OTHER I	651.48486.0226
	41165	11/13/14	CONCRETE CULVERT CAP	9.25			61733		D	N			MTCE. OF OTHER I	651.48486.0226
	41165	11/13/14	CHRISTMAS LIGHTS	37.85			62293		D	N			GENERAL SUPPLIES	101.43425.0229
			VENDOR TOTAL	200.01										
				200.01									*CHECK TOTAL	

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VENDOR NAME AND NUMBER		DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
CHECK#	DATE								
MIKE'S SMALL ENGINE CENT 002699									
	41166 11/13/14	PARTS FOR CUSHMAN	82.24		129		D N	MTCE. OF EQUIPME	101.45433.0224
	41166 11/13/14	PUSH MOWER BAG	90.79		136		D N	MTCE. OF EQUIPME	101.43425.0224
	41166 11/13/14	STIHL SAW REPAIR-PARTS	479.06		177		D N	MTCE. OF EQUIPME	101.42412.0224
	41166 11/13/14	STIHL SAW REPAIR-LABOR	65.00		177		D N	MTCE. OF EQUIPME	101.42412.0334
	41166 11/13/14	STIHL SAW REPAIR-PARTS	25.60		183		D N	MTCE. OF EQUIPME	101.43425.0224
	41166 11/13/14	STIHL SAW REPAIR-LABOR	19.50		183		D N	MTCE. OF EQUIPME	101.43425.0334
			762.19	*CHECK	TOTAL				
		VENDOR TOTAL	762.19						
MILLER SANITATION 002936									
	41167 11/13/14	GARBAGE SERVICE-NOVEMBER	93.90		1298/11-14		D N	CLEANING AND WAS	101.45433.0338
	41167 11/13/14	GARBAGE SERVICE-NOVEMBER	46.22		1299/11-14		D N	CLEANING AND WAS	101.45433.0338
	41167 11/13/14	GARBAGE SERVICE-NOVEMBER	52.70		1300/11-14		D N	CLEANING AND WAS	101.42412.0338
	41167 11/13/14	GARBAGE SERVICE-NOVEMBER	64.74		1301/11-14		D N	CLEANING AND WAS	101.41408.0338
	41167 11/13/14	GARBAGE SERVICE-NOVEMBER	64.74		1301/11-14		D N	CLEANING AND WAS	101.45427.0338
	41167 11/13/14	GARBAGE SERVICE-NOVEMBER	251.31		1302/11-14		D N	CLEANING AND WAS	101.43425.0338
	41167 11/13/14	GARBAGE SERVICE-NOVEMBER	24.34		1303/11-14		D N	CLEANING AND WAS	651.48484.0338
	41167 11/13/14	GARBAGE SERVICE-NOVEMBER	48.67		1304/11-14		D N	CLEANING AND WAS	651.48484.0338
	41167 11/13/14	GARBAGE SERVICE-NOVEMBER	161.04		1304/11-14		D N	CLEANING AND WAS	651.48484.0338
	41167 11/13/14	GARBAGE SERVICE-NOVEMBER	49.67		1305/11-14		D N	CLEANING AND WAS	101.45435.0338
	41167 11/13/14	GARBAGE SERVICE-NOVEMBER	46.15		1306/11-14		D N	CLEANING AND WAS	101.43425.0338
	41167 11/13/14	GARBAGE SERVICE-NOVEMBER	58.64		1378/11-14		D N	CLEANING AND WAS	101.43425.0338
			962.12	*CHECK	TOTAL				
		VENDOR TOTAL	962.12						
MILLS AUTOMOTIVE GROUP 000432									
	41168 11/13/14	ALTERNATOR	324.34		3108642		D N	INVENTORIES-MDSE	101.125000
MINI BIFF LLC 001805									
	41169 11/13/14	TOILET RENTALS	77.25		A-67922		D N	RENTS	101.43425.0440
	41169 11/13/14	TOILET RENTALS	77.25		A-67923		D N	RENTS	101.43425.0440
	41169 11/13/14	TOILET RENTALS	77.25		A-67925		D N	RENTS	101.43425.0440
			231.75	*CHECK	TOTAL				
		VENDOR TOTAL	231.75						
MN ASA .01825									
	41170 11/13/14	TEAM SANCTION FEE	90.00		11099		D N	SUBSCRIPTIONS AN	101.45432.0443
MN PETROLEUM SERVICE 002167									
	41171 11/13/14	FUEL SYSTEM REPAIR-LABOR	452.88		106031		D N	MTCE. OF OTHER I	101.43425.0336
MONSON EXCAVATING LLC/GA 002040									
	41172 11/13/14	WINTER SAND	385.49		1746CC		D N	GENERAL SUPPLIES	101.43425.0229
	41172 11/13/14	MIX FOR STREET PATCHIN	1,194.98		1772CC		D N	MTCE. OF OTHER I	101.43425.0226
	41172 11/13/14	WINTER SAND	69.60		1791CC		D N	GENERAL SUPPLIES	101.43425.0229
	41172 11/13/14	MIX FOR STREET PATCHIN	1,204.73		1824CC		D N	MTCE. OF OTHER I	101.43425.0226
			2,854.80	*CHECK	TOTAL				
		VENDOR TOTAL	2,854.80						

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
RIDGEWATER COLLEGE			001136											
	41188	11/13/14	USAR/SCBA TRAINING	1,000.00		00187205		D	N				TRAVEL-CONF.-SCH	101.42412.0333
	41188	11/13/14	AERIAL LADDER TRAINING	900.00		00187439		D	N				TRAVEL-CONF.-SCH	101.42412.0333
			VENDOR TOTAL	1,900.00		*CHECK TOTAL								
RUFFRIDGE-JOHNSON EQUIP			000664											
	41189	11/13/14	#98TCCW-BURNER ASSY.	202.52		C67736		D	N				MTCE. OF EQUIPME	101.43425.0224
RULE TIRE SHOP			000665											
	41190	11/13/14	SPARE 1 TON TIRE	236.46		1-1250		D	N				MTCE. OF EQUIPME	101.43425.0224
	41190	11/13/14	RECAP 2 LOADER TIRES	2,825.26		1-1356		D	N				MTCE. OF EQUIPME	101.43425.0224
	41190	11/13/14	REPL. TRUCK TIRE	813.38		1-1770		D	N				MTCE. OF EQUIPME	651.48484.0224
	41190	11/13/14	INST. TRUCK TIRE-LABOR	39.96		1-1770		D	N				MTCE. OF EQUIPME	651.48484.0334
	41190	11/13/14	TIRE REPAIR-LABOR	61.95		1-1854		D	N				MTCE. OF EQUIPME	101.43425.0334
			VENDOR TOTAL	3,977.01		*CHECK TOTAL								
S. ROBERTS COMPANY			002993											
	41191	11/13/14	FINE SCREEN BAGS	704.00		14-120		D	N				GENERAL SUPPLIES	651.48484.0229
SCHAEFFER MFG CO			001122											
	41192	11/13/14	DIESEL FUEL TREATMENT	1,511.40		EC2914-INV1		D	N				INVENTORIES-MDSE	101.125000
SCHWIETERS			003031											
	41193	11/13/14	#129461 REPAIR-PARTS	542.08		104352		D	N				MTCE. OF EQUIPME	101.42411.0224
	41193	11/13/14	#129461 REPAIR-LABOR	428.80		104352		D	N				MTCE. OF EQUIPME	101.42411.0334
	41193	11/13/14	#129461 REPAIR-PARTS	59.88		105197		D	N				MTCE. OF EQUIPME	101.42411.0224
	41193	11/13/14	#129461 REPAIR-LABOR	225.00		105197		D	N				MTCE. OF EQUIPME	101.42411.0334
			VENDOR TOTAL	1,255.76		*CHECK TOTAL								
			VENDOR TOTAL	1,255.76										
SERVICE CENTER/CITY OF W			000685											
	41194	11/13/14	EQUIPMENT REPAIR-PARTS	36.53		STMT/10-14		D	N				MTCE. OF EQUIPME	101.41402.0224
	41194	11/13/14	EQUIPMENT REPAIR-OIL	83.20		STMT/10-14		D	N				MOTOR FUELS AND	101.42411.0222
	41194	11/13/14	EQUIPMENT REPAIR-PARTS	770.11		STMT/10-14		D	N				MTCE. OF EQUIPME	101.42411.0224
	41194	11/13/14	EQUIPMENT REPAIR-OIL	511.39		STMT/10-14		D	N				MOTOR FUELS AND	101.43425.0222
	41194	11/13/14	EQUIPMENT REPAIR-PARTS	1,090.84		STMT/10-14		D	N				MTCE. OF EQUIPME	101.43425.0224
	41194	11/13/14	EQUIPMENT REPAIR-PARTS	585.65		STMT/10-14		D	N				MTCE. OF EQUIPME	101.45433.0224
	41194	11/13/14	EQUIPMENT REPAIR-OIL	97.35		STMT/10-14		D	N				MOTOR FUELS AND	651.48485.0222
	41194	11/13/14	EQUIPMENT REPAIR-PARTS	78.63		STMT/10-14		D	N				MTCE. OF EQUIPME	651.48485.0224
	41194	11/13/14	EQUIPMENT REPAIR-OIL	158.25		STMT/10-14		D	N				MOTOR FUELS AND	101.43425.0222
	41194	11/13/14	EQUIPMENT REPAIR-PARTS	343.94		STMT/10-14		D	N				MTCE. OF EQUIPME	101.43425.0224
			VENDOR TOTAL	3,755.89		*CHECK TOTAL								
			VENDOR TOTAL	3,755.89										
SMALL TOWN BASEBALL			003128											
	41195	11/13/14	SPECIAL EVENT FUNDING	500.00		091614		D	N				OTHER CHARGES	208.45013.0449

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CITY OF WILLMAR
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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
WINDSTREAM			002100											
	41221	11/13/14	MONTHLY PHONE SERV-OCT	876.28		STMT/10-14		D	N				COMMUNICATIONS	101.41409.0330
5 STAR WALT'S LLC			000790											
	41222	11/13/14	CAR WASH	8.75		725632		D	N				MTCE. OF EQUIPME	101.42411.0334

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CITY OF WILLMAR
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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
REPORT TOTALS:				2,577,385.61										

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Vendor Payments History Report

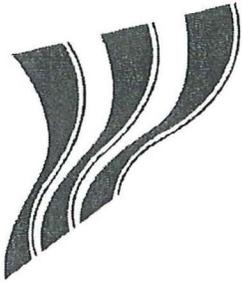
CITY OF WILLMAR
GL060S-V07.24 RECAPPAGE
GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	474,057.01
208	CONVENTION & VISITORS BUREAU	14,304.65
212	COMMUNITY DEVELOPMENT	150,117.00
230	WILLMAR MUNICIPAL AIRPORT	7,320.01
307	D.S. - 2007A BOND	2,750.00
414	S.A.B.F. - #2014	167,720.54
432	C.P. - WASTE TREATMENT	1,654,665.15
450	CAPITAL IMPROVEMENT FUND	6,794.00
651	WASTE TREATMENT	99,214.94
741	OFFICE SERVICES	442.31
TOTAL ALL FUNDS		2,577,385.61

BANK RECAP:

BANK	NAME	DISBURSEMENTS
HERT	HERITAGE BANK	2,577,385.61
TOTAL ALL BANKS		2,577,385.61



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE
ACTION

Agenda Item Number: 7

Meeting Date:

Attachments: Yes No

CITY COUNCIL ACTION

Date: November 17, 2014

- Approved Denied
- Amended Tabled
- Other

Originating Department: City Clerk-Treasurer

Agenda Item: Consideration of Currency Exchange Licenses of Quick Funds Inc. and Bennett Ventures, Inc.

Recommended Action: Approve License Upon Satisfactory Testimony at Hearing

Background/Summary:

The City is in receipt of an application for a Currency Exchange License submitted by **Quick Funds Inc.** to operate a currency exchange business at 222 SW 3rd Street. The first application was received for the 2005 calendar year. Minnesota Statutes Chapter 53A.04 requires the governing body to give published notice of its intention to consider the issue and shall solicit testimony from interested persons at tonight's hearing.

7:01 p.m. Quick Funds Inc. hearing

The City is in receipt of an application for a Currency Exchange License submitted by **Bennett Ventures, Inc.** to operate a currency exchange business at 312 24th Avenue SW, Suite 2. The first application was received for the 2000 calendar year. Minnesota Statutes Chapter 53A.04 requires the governing body to give published notice of its intention to consider the issue and shall solicit testimony from interested persons at tonight's hearing.

7:02 p.m. Bennett Ventures, Inc. hearing

Alternatives: Deny License and Allow Department of Commerce to Act on License

Financial Considerations: No Fiscal Impact

Preparer: City Clerk-Treasurer

Signature:

Comments:

October 22, 2014

Mr. Kevin Halliday, City Clerk
City of Willmar
333 6th St SW
P.O. Box 755
Willmar, MN 56201

CERTIFIED MAIL

RE: Quick Funds Inc. – License #20506019
Currency Exchange License Renewal for 2015

Dear Mr. Halliday:

The above-named currency exchange licensees have made application to renew their currency exchange licenses to operate at:

222 3rd St. SW
Willmar, MN 56201

Pursuant to Minnesota Statutes Chapter 53A.04, we are notifying your office that a complete currency exchange license renewal application has been filed with the Department of Commerce. The renewal application included the names of the officers and owners of the licensee, background checks on each of the owners and officers from the Minnesota Bureau of Criminal Apprehension, a fee schedule of all fees to be charged by the currency exchange office, a \$10,000 surety bond valid through December 31, 2015, and the \$550 renewal fee. If you wish to receive a copy of the complete currency exchange license renewal application form that was filed with this office, please call and the renewal form will be mailed to you.

Minnesota Statutes Chapter 53A.04 requires the Department of Commerce to submit any application for licensure as a currency exchange to the governing body of the local unit of government in which the currency exchange business is located. The law further requires the governing body to give published notice of its intention to consider the issue and shall solicit testimony from interested persons, including those in the community in which the licensee is located. If the governing body has not approved or disapproved the issue within 60 days of receipt of the application, concurrence is presumed. The governing body shall have the sole responsibility for its decision. The state shall have no responsibility for that decision. Your cooperation in forwarding this information to the proper unit within your organization is appreciated.

Your reply must be received within 60 days of receipt of this letter. If you have any questions, please contact me at the telephone number listed below.

Very truly yours,



Robin H. Brown
Financial Institutions Division
651-539-1721
651-539-1548 (Fax)

cc: Quick Funds Inc.



85 7TH PLACE EAST, SUITE 500
SAINT PAUL, MINNESOTA 55101-2198
MN.GOV/COMMERCE
651.539.1500 FAX: 651.539.1547
AN EQUAL OPPORTUNITY EMPLOYER

October 14, 2014

Mr. Kevin Halliday, City Clerk
City of Willmar
333 6th St SW
P.O. Box 755
Willmar, MN 56201

CERTIFIED MAIL

RE: Bennett Ventures, Inc. - License #20207486
Currency Exchange License Renewal for 2015

Dear Mr. Halliday:

The above-named currency exchange licensees have made application to renew their currency exchange licenses to operate at:

312 24th Ave. SW, Suite 2
Willmar, MN 56201

Pursuant to Minnesota Statutes Chapter 53A.04, we are notifying your office that a complete currency exchange license renewal application has been filed with the Department of Commerce. The renewal application included the names of the officers and owners of the licensee, background checks on each of the owners and officers from the Minnesota Bureau of Criminal Apprehension, a fee schedule of all fees to be charged by the currency exchange office, a \$10,000 surety bond valid through December 31, 2015, and the \$550 renewal fee. If you wish to receive a copy of the complete currency exchange license renewal application form that was filed with this office, please call and the renewal form will be mailed to you.

Minnesota Statutes Chapter 53A.04 requires the Department of Commerce to submit any application for licensure as a currency exchange to the governing body of the local unit of government in which the currency exchange business is located. The law further requires the governing body to give published notice of its intention to consider the issue and shall solicit testimony from interested persons, including those in the community in which the licensee is located. If the governing body has not approved or disapproved the issue within 60 days of receipt of the application, concurrence is presumed. The governing body shall have the sole responsibility for its decision. The state shall have no responsibility for that decision. Your cooperation in forwarding this information to the proper unit within your organization is appreciated.

Your reply must be received within 60 days of receipt of this letter. If you have any questions, please contact me at the telephone number listed below.

Very truly yours,

Robin H. Brown
Financial Institutions Division
651-539-1721
651-539-1548 (Fax)

cc: Bennett Ventures, Inc.

PUBLIC WORKS/SAFETY COMMITTEE

MINUTES

The Public Works/Safety Committee of the Willmar City Council met on Thursday, November 13, 2014, in Conference Room No. 1 at the City Office Building.

Present: Ron Christianson Chair
Audrey Nelsen Vice Chair
Denis Anderson Member
Jim Dokken Member

Others present: Mayor Frank Yanish; Director of Public Works Sean Christensen; David Little, "West Central Tribune".

Item No. 1 Call to Order

The meeting was called to order by Chair Christianson at 4:45 p.m.

Item No. 2 Public Comments

David Little complimented the Public Works staff for the great job they did cleaning the streets after Monday's snow storm. Council Member Nelsen stated the Public Works staff was also in the "West Central Tribune-Hats Off" column for the outstanding job they did trimming trees.

Item No. 3 Police and Fire Update

Chair Christianson noted the jail census for November 13, 2014, was 119. The calls for service for the previous two weeks totaled 728. The majority of the calls are for traffic stops, followed by public assists. The Fire update handout was provided for information.

Item No. 4 Accept Project and Authorize Final Payment Project No. 1304 (Resolution)

Public Works Director Christensen brought forth, for approval, Change Order No. 1 for final quantities in the amount of \$8,781.26 and to authorize final payment to Duinick, Inc. in the amount of \$23,102.87 for Project No. 1304 Robbins Island Pathway. The project is within budget and a 20% match.

A motion was made by Council Member Nelsen and seconded by Council Member Anderson to approve the change order and authorize final payment to Duinick, Inc. for Project No. 1304. The motion carried.

Item No. 5 Accept Project and Authorize Final Payment Project No. 1301-A (Pending Discussion)

Public Works Director Christensen brought forth, for approval, Change Order No. 2 for final quantities in the amount of \$56,473.18, amend the budget and authorize final payment to Duinick, Inc. in the amount of \$143,493.65 for Project No. 1301-A Kandiyohi Avenue reconstruction. Adding payment of the Change Order brings the final project amount to \$1,388,522.98, which is covered by the CIP. The Committee questioned if the adjustments were due to a design error from Bollig Engineering or from the installation by Duinick, Inc., and who holds responsibility to pay for the Change Order.

It was the consensus of the Committee to continue discussion at the Council Meeting pending further information provided by Public Works Director Christensen.

Item No. 6 Accept Project and Authorize Final Payment Project No. 1110 (Resolution)

Public Works Director Christensen brought forth, for approval, final payment to Geislinger & Sons, Inc. in the amount of \$185,650.97 for Project No. 1110 Western Interceptor. The final payment is within the project budget.

A motion was made by Council Member Nelsen and seconded by Council Member Anderson to authorize final payment to Geislinger & Sons, Inc. for Project No. 1110. The motion carried.

Item No. 7 Old Business

Council Member Christianson questioned if there was any report detailing what the cause of the Jennie-O situation last month causing employees to fall ill and require medical care. Council Member Dokken noted some type of After Incident Reporting document should be created to explain the services used by the City for the response to the situation as well as what the cause was.

Item No. 8 New Business

The Committee discussed the proposed Lakeland Drive extension in the Waterview Business Park brought forth to the Public Works/Safety Committee on April 29th, 2014. Public Works Director Christensen gave the history of Duininck, Inc. presenting the preliminary design at the April meeting and stated Duininck gave notice they would like the project to be included in the improvement projects for 2015. Staff is recommending street alignment changes from the preliminary plans. Residents of the area will have ample opportunity to voice any concerns through the Public Works/Safety Committee Meetings as well as the Improvement Hearing.

Chair Christianson brought forth a question from a citizen regarding why the Police Department does not bid Police vehicle accessories such as lights and sirens locally. It was discussed the possibility of it already being included in the State Contract.

Public Works Director Christensen asked the Committee their opinions of the new LED lights along Willmar Avenue. The Committee found it to be bright and the light not spreading out as much. The Preliminary Engineering Report will be presented at the Finance Committee Meeting on Tuesday, November 18th. An update was given on the progress of the Auditorium. The subcontractor providing the air handling system decided to not supply the units to the City, resulting in the Auditorium possibly not opening until the end of the first quarter of 2015. The Committee questioned if there is any obligation to fulfill the bid by the company as the project has already been started, and if a message can be carried to the community explaining the delay.

There being no further business to come before the Committee, the meeting was adjourned at 5:25 p.m. by Chair Christianson.

Respectfully submitted,



Sean E. Christensen, P.E.
Public Works Director



WILLMAR

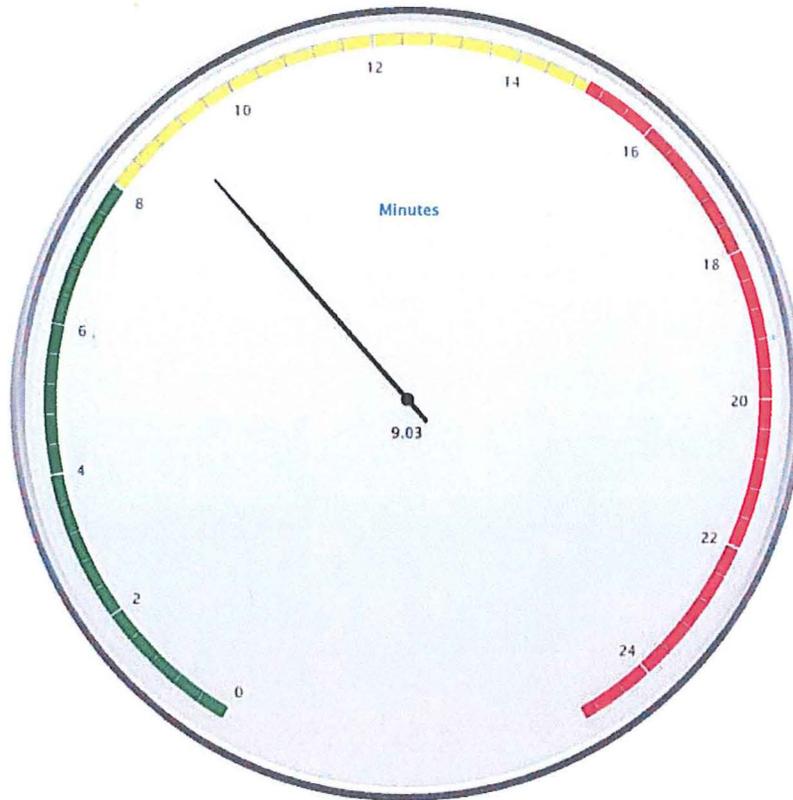
All Incidents By Day of Week
From 01/01/14 To 11/12/14
Report Printed On: 11/12/2014

Primary Type Of Situation	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total
No Incident Type Recorded		1	1		1			3
Alarm system activation, no fire - unintentional	6	8	8	5	8	11	7	53
Alarm system sounded due to malfunction		1				1	1	3
Arcing, shorted electrical equipment			1					1
Assist police or other governmental agency				1				1
Brush or brush-and-grass mixture fire							1	1
Building fire	2		1	2	1	3	2	11
Carbon monoxide incident	2			1			1	4
Central station, malicious false alarm						1		1
Chemical hazard (no spill or leak)						1		1
Cooking fire, confined to container	4	2	1	1	4	1	5	18
Cultivated vegetation, crop fire, other						1		1
Detector activation, no fire - unintentional	1		1		2		1	5
Dispatched and cancelled en route	3	2	4	4		4	4	21
Dumpster or other outside trash receptacle fire	1					1	2	4
Electrical wiring/equipment problem, other		1						1
Excessive heat, scorch burns with no ignition	1							1
Extinguishing system activation due to malfunction					1			1
Extrication of victim(s) from building/structure	1							1
Extrication of victim(s) from vehicle						1		1
False alarm or false call, other		1			3	1		5
Fire in mobile home used as fixed residence			1					1
Fire in motor home, camper, recreational vehicle			1					1
Fire, other	1	1			1	1		4
Fires in structure other than in a building	1							1
Gas leak (natural gas or LPG)	2	1	2	4	3	2	1	15
Good intent call, other		1	1		1	1	1	5
Hazardous condition, other				1				1
HazMat release investigation w/no HazMat	2							2
Heat detector activation due to malfunction	1							1
Heat from short circuit (wiring), defective/worn							1	1
Local alarm system, malicious false alarm		1						1
Lock-in (if lock out, use 511)	1							1
Malicious, mischievous false call, other		1			1			2
Mobile property (vehicle) fire, other		1			1	2		4
Motor vehicle accident with injuries		1				1	1	3
Outside equipment fire						1		1
Outside rubbish fire, other		1						1
Outside rubbish, trash or waste fire				1				1
Passenger vehicle fire		1			1	2	1	5
Public service							1	1
Public service assistance, other				1				1
Rescue or EMS standby		1						1
Service Call, other		2			2	1		5
Severe weather or natural disaster standby		1		1	1		1	4
Smoke detector activation due to malfunction	1				2	1		4
Smoke detector activation no fire - unintentional	1	5	2	3	2	6	3	22
Smoke or odor removal		1			1	4	1	7
Smoke scare, odor of smoke					1			1
Special type of incident, other				1				1
Sprinkler activation due to malfunction			2				1	3
Sprinkler activation, no fire - unintentional	1					1		2
Steam, other gas mistaken for smoke, other						1		1
Steam, vapor, fog or dust thought to be smoke		1			1	1		3
System malfunction, other		1		1			1	3
Telephone, malicious false alarm				1				1
Unauthorized burning	1							1
Unintentional transmission of alarm, other		1						1
Vehicle accident, general cleanup		3	4	3	4	2	5	21
Water or steam leak		1			1	2	1	5
Totals:	33	42	30	31	43	55	43	277

Search Criteria
 Dates From 01/01/2014 To 11/12/2014 (mm/dd/yyyy)
 Service WILLMAR
 Staff All
 Apparatus All
 Station All
 Alarm Type All
 Zone/District All

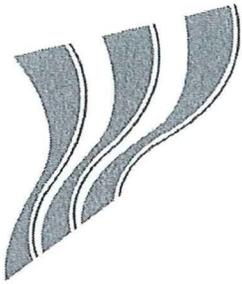
Report Description

Willmars Average Response
2014 FIRE CALLS ONLY



Date Generated: November 12, 2014 1:50:17 PM

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CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 4

Meeting Date: November 13, 2014

Attachments: Yes No

CITY COUNCIL ACTION

Date: November 17, 2014

- | | |
|-----------------------------------|---------------------------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| <input type="checkbox"/> Amended | <input type="checkbox"/> Tabled |
| <input type="checkbox"/> Other | |

Originating Department: Engineering

Agenda Item: Accept Project and Authorize Final Payment Project No. 1304

Recommended Action: Approve Change Order No. 1 in the amount of \$8,781.26 and authorize final payment to Duininck, Inc. in the amount of \$23,102.87 for Project No. 1304.

Background/Summary: The City Council entered into an agreement with Duininck, Inc. on July 15, 2013 for the Robbins Island Federal Trail. The trail originates at the north approach of the First Street bridge to the west side of the boat landing at Robbins Island. The Change Order No. 1, Over/Under Run Summary for the Change Order and final pay request with quantities is hereby attached and submitted for consideration. The project is now complete and final acceptance by the City is required in order to make final payment to the contractor.

Alternatives: N/A

Financial Considerations: The project was within the budget and a 20% match.

Preparer: Sean E. Christensen, P.E.
Public Works Director

Signature: 

Comments:

CHANGE ORDER NO. 1

CITY OF WILLMAR, MINNESOTA

PROJECT – PROJECT 1304-2013 MULTI USE TRAIL IMPROVEMENT

CONTRACTOR – DUININCK INC. BOX 208, PRINSBURG, MN 56281

The following changes in work, quantities and cost for the above project are herewith authorized:

<u>Cost Summary:</u>	Original Contract	\$251,896.00
	Change Order No. 1	\$8,781.26
	Contract Total	\$260,677.26

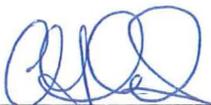
Date: August 20, 2014

CITY OF WILLMAR:



Sean Christensen, Public Works Director

DUININCK INC.



Contractor

S.P. 175-090-005 MINNESOTA PROJECT NO. TA 3413 (237)
 CITY PROJECT NO. 1304 OVER /UNDER RUN SUMMARY

CONTRACTOR: DUININCK INC.
 P.O. BOX 208
 PRINSBURG, MN 56281

CONSTRUCTION OF: TRAIL IMPROVEMENTS

LOCATION: FIRST STREET TO 10TH ST.

CITY OF WILLMAR, MINNESOTA

PROJECT NO. 1304

ITEM NO.	ITEM				(+ / -) AMOUNT \$
		UNIT	UNIT PRICE	(+ / -) QUANTITY	
2021.501	Mobilization	LS	\$10,900.00	0.00	\$0.00
2101.511	Clearing & Grubbing	LS	\$2,500.00	0.00	\$0.00
2104.501	Remove Concrete Curb/Curb and Gutter	L F	\$6.00	15.20	\$91.20
2104.503	Remove Concrete Walk	S F	\$2.00	1452.59	\$2,905.18
2104.509	Remove Bituminous Pavement	S Y	\$15.00	-30.00	-\$450.00
2104.513	Sawing Bituminous Pavement	L F	\$6.00	-112.00	-\$672.00
2105.501	Common Excavation (P)	C Y	\$12.00	0.00	\$0.00
2105.523	Common Borrow (From Stockpile) (CV) (P)	C Y	\$15.00	0.00	\$0.00
2211.501	Aggregate Base Class 5	TON	\$20.00	169.12	\$3,382.40
2331.604	Bituminous Pavement Reclamation	S Y	\$5.00	112.00	\$560.00
2360.501	Type SP 9.5 Wearing Course Mix (2,B)	TON	\$98.00	25.61	\$2,509.78
2521.501	6" Concrete Walk	SF	\$10.00	445.40	\$4,454.00
2531.501	Concrete Curb, Design D412 (Modified)	LF	\$35.00	0.20	\$7.00
2531.602	Pedestrian Curb Ramp	EA	\$2,000.00	0.00	\$0.00
2531.618	Truncated Domes	S F	\$70.00	-20.00	-\$1,400.00
2563.601	Traffic Control	LS	\$10,000.00	0.00	\$0.00
2573.502	Silt Fence, Type Machine Sliced	L F	\$2.00	-104.00	-\$208.00
2573.530	Storm Drain Inlet Protection	EA	\$250.00	-2.00	-\$500.00
2573.602	Temporary Rock Entrance	EA	\$750.00	-2.00	-\$1,500.00
2575.501	Seeding	AC	\$1,200.00	0.99	\$1,188.00
2575.502	Seed Mixture 260	LB	\$3.00	147.00	\$441.00
2575.523	Erosion Control Blanket Category 1	SY	\$1.50	-342.00	-\$513.00
2575.532	Fertilizer Type 3	LB	\$1.10	557.00	\$612.70
2575.560	Hydraulic Soil Stabilizer Type 8	LB	\$1.40	2270.00	\$3,178.00
2564.537	Sign Panels Type C	SF	\$100.00	-1.75	-\$175.00
2564.537	Install Sign Type D	EA	\$300.00	-1.00	-\$300.00
2565.602	Adjust Handhole	EA	\$600.00	-7.00	-\$4,200.00
2565.202	NMC Loop Detector 6' x 6'	EA	\$1,500.00	0.00	\$0.00
2565.616	Revise Signal System	SYS	\$15,000.00	0.00	\$0.00
2582.503	Crosswalk Marking Paint	SF	\$3.00	-210.00	-\$630.00
			NET CHANGE		\$8,781.26

**CONTRACTOR'S ESTIMATE NO. 2 (FINAL)
PROJECT NO. 1304**

**CONTRACTOR: DUININCK INC.
P.O. BOX 208
PRINSBURG, MN 56281**

CONSTRUCTION OF: TRAIL IMPROVEMENTS

LOCATION: FIRST STREET

DATE: AUGUST 20, 2014

**HONORABLE MAYOR AND CITY COUNCIL
CITY OF WILLMAR, MINNESOTA**

**IN ACCORDANCE WITH THE CONTRACT WITH DUNINCK INC.
I HEREWITH PRESENT THE FOLLOWING ESTIMATE**

PROJECT NO. 1304

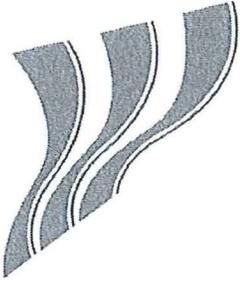
ITEM NO.	ITEM	UNIT	QUANTITY	BID	TOTAL
2021.501	Mobilization	LS	1	\$10,900.00	\$10,900.00
2101.511	Clearing & Grubbing	LS	1	\$2,500.00	\$2,500.00
2104.501	Remove Concrete Curb/Curb and Gutter	LF	100.2	\$6.00	\$601.20
2104.503	Remove Concrete Walk	SF	5,104.59	\$2.00	\$10,209.18
2104.509	Remove Bituminous Pavement	SY	20	\$15.00	\$300.00
2104.513	Sawing Bituminous Pavement	LF		\$6.00	\$0.00
2105.501	Common Excavation (P)	CY	600	\$12.00	\$7,200.00
2105.523	Common Borrow (From Stockpile) (CV) (P)	CY	2,330	\$15.00	\$34,950.00
2211.501	Aggregate Base Class 5	TON	1,189.12	\$20.00	\$23,782.40
2331.604	Bituminous Pavement Reclamation	SY	2,552	\$5.00	\$12,760.00
2360.501	Type SP 9.5 Wearing Course Mix (2,B)	TON	695.61	\$98.00	\$68,169.78
2521.501	6" Concrete Walk	SF	1,055.4	\$10.00	\$10,554.00
2531.501	Concrete Curb, Design D412 (Modified)	LF	100.2	\$35.00	\$3,507.00
2531.602	Pedestrian Curb Ramp	EA	6	\$2,000.00	\$12,000.00
2531.618	Truncated Domes	SF	120	\$70.00	\$8,400.00
2563.601	Traffic Control	LS	1	\$10,000.00	\$10,000.00
2573.502	Silt Fence, Type Machine Sliced	LF	3,466	\$2.00	\$6,932.00
2573.530	Storm Drain Inlet Protection	EA	4	\$250.00	\$1,000.00
2573.602	Temporary Rock Entrance	EA		\$750.00	\$0.00
2575.501	Seeding	AC	2.39	\$1,200.00	\$2,868.00
2575.502	Seed Mixture 260	LB	287	\$3.00	\$861.00
2575.523	Erosion Control Blanket Category 1	SY	1,866	\$1.50	\$2,799.00
2575.532	Fertilizer Type 3	LB	837	\$1.10	\$920.70
2575.560	Hydraulic Soil Stabilizer Type 8	LB	7,170	\$1.40	\$10,038.00
2564.537	Sign Panels Type C	SF	2.25	\$100.00	\$225.00
2564.537	Install Sign Type D	EA	1.00	\$300.00	\$300.00
2565.602	Adjust Handhole	EA		\$600.00	\$0.00
2565.202	NMC Loop Detector 6' x 6'	EA	2	\$1,500.00	\$3,000.00

2565.616	Revise Signal System	SYS	1	\$15,000.00	\$15,000.00
2582.503	Crosswalk Marking Paint	SF	300	\$3.00	\$900.00
	1304 Base Bid		TOTAL BASE		\$260,677.26
(Price includes all applicable sales and use taxes)					
SUBTOTAL:					\$260,677.26
LESS PREVIOUS ESTIMATE #1					\$237,574.39
LESS PREVIOUS ESTIMATE #2					
LESS PREVIOUS ESTIMATE #3					
LESS PREVIOUS ESTIMATE #4					
AMOUNT DUE CONTRACTOR THIS ESTIMATE:					\$23,102.87

APPROVED: _____
CITY ENGINEER

APPROVED: _____
CONTRACTOR

CONTRACT AMOUNT: \$251,896.00
BUDGET NO.: 413.48454.0336



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 5

Meeting Date: November 13, 2014

Attachments: Yes No

CITY COUNCIL ACTION

Date: November 17, 2014

- Approved Denied
 Amended Tabled
 Other

Originating Department: Engineering

Agenda Item: Accept Project and Authorize Final Payment Project No. 1301-A

Recommended Action: Approve Change Order No. 2 in the amount of \$56,473.18, amend the budget and authorize final payment to Duinink, Inc. in the amount of \$143,493.65 for Project 1301-A.

Background/Summary:

Project No. 1301-A was awarded on May 9, 2013 to Duinink Inc. and included the street improvements to Kandiyohi Avenue SW from 1st Street to 7th Street SW, 11th Street to 15th Street. Staff noted more bituminous was needed to reinitiate the crown in areas of the street that became too flat, resulting in Change Order No. 2 in the amount of \$56,473.18. The Change Order and final pay request with quantities is hereby submitted for consideration.

Alternatives: NA

Financial Considerations: Adding payment of the Change Order totaling \$56,473.18 brings the final project amount to \$1,388,522.98, which is covered by the CIP.

Preparer: Sean Christensen, P.E.
Public Works Director

Signature:

Comments:

Project No. 1301-A

CHANGE ORDER NO. 2

CITY OF WILLMAR, MINNESOTA

PROJECT – PROJECT 1301-A-2013 STREET IMPROVEMENTS

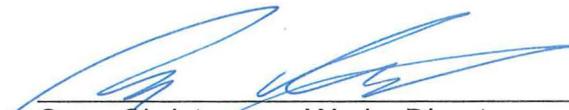
CONTRACTOR – DUININCK INC. BOX 208, PRINSBURG, MN 56281

The following changes in work, quantities and cost for the above project are herewith authorized:

<u>Cost Summary:</u>	Original Contract	\$1,321,174.20
	Change Order No. 1 (Work Order No. 1 For Minor Extra Work)	\$10,875.60
	Change Order No. 2	\$56,473.18
	Contract Total	\$1,388,522.98

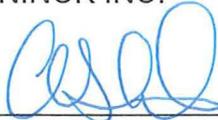
Date: October 10, 2014

CITY OF WILLMAR:



Sean Christensen, Works Director

DUININCK INC.



Contractor

CONTRACTOR'S ESTIMATE NO. 6 (FINAL)

PROJECT NO. 1301-A

CONTRACTOR: DUININCK INC.

P.O. BOX 208

PRINSBURG, MN 56281

**CONSTRUCTION OF: CONCRETE REMOVAL, BITUMINOUS REMOVAL, WATER MAIN, SANITARY SEWER,
STORM SEWER, COMMON EXCAVATION, AGGREGATE BASE, CURB AND GUTTER
AND BITUMINOUS PAVING**

LOCATION: KANDIYOHI AVENUE SW

DATE: OCTOBER 10, 2014

HONORABLE MAYOR AND CITY COUNCIL

CITY OF WILLMAR, MINNESOTA

IN ACCORDANCE WITH THE CONTRACT WITH DUNINCK INC.

I HEREWITH PRESENT THE FOLLOWING ESTIMATE

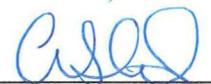
1301-A

ITEM NO.	ITEM	UNIT	QUANTITY	BID	TOTAL
PARTICIPATING					
STREET ITEMS					
2104.501	Remove Sewer Pipe (Storm)	L F	2,828	\$8.50	\$24,038.00
2104.501	Remove Concrete Curb/Curb and Gutter	L F	6,920.9	\$2.26	\$15,641.23
2104.503	Remove 4" Sidewalk	S F	9,833.7	\$0.54	\$5,310.20
2104.505	Remove Concrete Driveway Pavement	S Y	554.7	\$7.24	\$4,016.03
2104.509	Remove Manhole or Catchbasin	EACH	39	\$250.00	\$9,750.00
2104.509	Remove Bituminous Pavement	S Y	19,474.8	\$2.60	\$50,634.48
2104.513	Sawing Bituminous Pavement	L F	856	\$2.00	\$1,712.00
2105.501	Common Excavation	C Y	11,582	\$7.37	\$85,359.34
2105.525	Topsoil Borrow (CV)	C Y	404.45	\$16.43	\$6,645.11
2105.533	Salvaged Aggregate (CV)	C Y		\$7.26	\$0.00
2105.604	Geotextile Fabric Type V	S Y	15,583	\$1.00	\$15,583.00
2211.501	Aggregate Base Class 5	TON	15,155.80	\$10.20	\$154,589.16
2360.501	Type SP 12.5 Wearing Course Mix (3,B)	TON	2,216.07	\$70.23	\$155,634.60
2360.502	Type SP 12.5 Non Wear Course Mix (3,B)	TON	4,380.13	\$62.74	\$274,809.36
2503.511	18" RC Pipe Sewer Class II	L F	740	\$28.00	\$20,720.00
2503.511	12" RC Pipe Sewer Class II	L F	2,856.5	\$25.00	\$71,412.50
2504.602	Adjust Valve Casting	EACH	8	\$125.00	\$1,000.00
2506.501	Const Drainage Structure Design 72-4020	L F	26.8	\$475.00	\$12,730.00
2506.501	Const Drainage Structure Design F	L F	75.8	\$275.00	\$20,845.00
2506.501	Const Drainage Structure Design H	L F	57.5	\$225.00	\$12,937.50
2506.516	Casting Assembly	EACH	10	\$650.00	\$6,500.00
2506.516	Casting Assembly (Catchbasin) B624 Curb	EACH	30	\$585.00	\$17,550.00
2506.522	Adjust Frame & Ring Casting	EACH	5	\$350.00	\$1,750.00
2521.501	4" Concrete Walk	S F	10,663.4	\$2.65	\$28,258.01
2531.501	Concrete Curb & Gutter Design B624	L F	7,170.9	\$12.85	\$92,146.07

2531.507	6" Concrete Driveway Pavement	S Y	816.5	\$36.00	\$29,394.00
2531.618	Truncated Domes	S F	492	\$32.00	\$15,744.00
2550.541	6'x6' Loop Detector Design PVC	EACH	5	\$700.00	\$3,500.00
2573.502	Silt Fence, Type Machine Sliced	L F		\$2.75	\$0.00
2573.530	Storm Drain Inlet Protection	EACH	33	\$100.00	\$3,300.00
2575.501	Seeding	AC	1.18	\$800.00	\$944.00
2575.502	Seed Mixture 270	LB	152.6	\$2.50	\$381.50
2575.532	Fertilizer Type 3	LB	445.1	\$0.60	\$267.06
2575.560	Hydraulic Soil Stabilizer Type 8	LB	3,545.3	\$1.20	\$4,254.36
2582.502	4" Broken Line Yellow-Epoxy	L F	640	\$0.84	\$537.60
2582.503	Crosswalk Marking-Epoxy	SF	630	\$3.60	\$2,268.00
NON-PARTICIPATING					
SANITARY SEWER					
2104.509	Remove Manhole	EACH	8	\$285.00	\$2,280.00
2123.610	Backhoe	HOURL	18.9	\$200.00	\$3,780.00
2451.609	Granular Foundation and/or Bedding	TON		\$12.00	\$0.00
2451.609	Rock Stabilization	TON		\$20.00	\$0.00
2503.601	15" Neoprene Sleeve	EACH	1	\$125.00	\$125.00
2503.601	12" Neoprene Sleeve	EACH	1	\$100.00	\$100.00
2503.601	10" Neoprene Sleeve	EACH	2	\$95.00	\$190.00
2503.601	8" Neoprene Sleeve	EACH	8	\$85.00	\$680.00
2503.601	4" X 6" Neoprene Sleeve (Eccentric)	EACH	22	\$40.00	\$880.00
2503.602	10" X 4" PVC Wye	EACH	9	\$175.00	\$1,575.00
2503.602	8" X 4" PVC Wye	EACH	12	\$145.00	\$1,740.00
2503.603	15" PVC Pipe Sewer	L F	393	\$32.00	\$12,576.00
2503.603	12" PVC Pipe Sewer	L F	397	\$27.00	\$10,719.00
2503.603	10" PVC Pipe Sewer	L F	454	\$23.00	\$10,442.00
2503.603	8" PVC Pipe Sewer	L F	922.5	\$20.00	\$18,450.00
2503.603	4" PVC Pipe Sewer	L F	441.3	\$18.00	\$7,943.40
2506.602	Manhole (0'-10')	EACH	8	\$2,350.00	\$18,800.00
2506.602	Manhole (10'-12')	EACH	2	\$2,400.00	\$4,800.00

WATERMAIN					
2504.602	1" Curb Stop & Box	EACH	9	\$245.00	\$2,205.00
2504.603	1" Type K Copper Pipe	LF	501	\$23.00	\$11,523.00
2504.602	1"x3/4" Coupling	EACH	9	\$55.00	\$495.00
2504.602	Reconnect Water Service	EACH	10	\$575.00	\$5,750.00
2504.602	6" Gate Valve And Box	EACH	1	\$1,100.00	\$1,100.00
2504.602	8" Gate Valve And Box	EACH	14	\$1,450.00	\$20,300.00
2504.602	12" Gate Valve And Box	EACH	1	\$2,450.00	\$2,450.00
2504.602	F & I 5" Hydrant	EACH	6	\$3,200.00	\$19,200.00
2504.603	12" Water Main	LF	29.5	\$32.00	\$944.00
2504.603	8" Water Main	LF	2,062.9	\$23.00	\$47,446.70
2504.603	6" Water Main	LF	94.3	\$20.00	\$1,886.00
2504.603	4" Water Main	LF	19	\$20.00	\$380.00
2504.608	Watermain Fittings	LF	4,065	\$6.00	\$24,390.00
PROJECT 1301-A					\$1,383,312.21
CHANGE ORDER NO. 1 SEE ATTACHED (Funded By Bollig Inc. Quantities Not In Estimate)					\$10,875.60
BITUMINOUS INCENTIVE (SEE ATTACHED)					\$4,335.17
TOTAL PROJECT 1301-A WITH CHANGE ORDER NO. 1 AND BITUMINOUS INCENTIVE					\$1,398,522.98
LESS CREDIT FOR BITUMINOUS SALVAGE:					\$10,000.00
TOTAL PROJECT 1301-A					\$1,388,522.98
(Price includes all applicable sales and use taxes)					
LESS PREVIOUS ESTIMATE #1					\$118,576.15
LESS PREVIOUS ESTIMATE #2					\$276,085.62
LESS PREVIOUS ESTIMATE #3					\$586,272.64
LESS PREVIOUS ESTIMATE #4					\$139,685.96
LESS PREVIOUS ESTIMATE #5					\$124,408.96
AMOUNT DUE CONTRACTOR THIS ESTIMATE:					\$143,493.65

APPROVED: 
CITY ENGINEER

APPROVED: 
CONTRACTOR

CONTRACT AMOUNT: \$1,321,174.20
BUDGET NO.: 413.48451.0336

PROJECT NO. 1301-A OVER/UNDER RUN SUMMARY

CONTRACTOR: DUININCK INC.
P.O. BOX 208
PRINSBURG, MN 56281

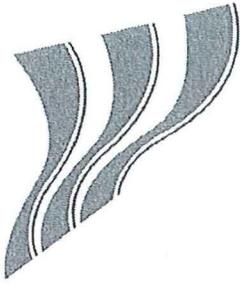
CONSTRUCTION OF: CONCRETE REMOVAL, BITUMINOUS REMOVAL, WATER MAIN, SANITARY SEWER,
STORM SEWER, COMMON EXCAVATION, AGGREGATE BASE, CURB AND GUTTER
AND BITUMINOUS PAVING

1301-A

ITEM NO.	ITEM	UNIT	UNIT PRICE	(+/-) PLAN QUANTITY	(+/-) CONTRACT AMOUNT
STREET ITEMS					
2104.501	Remove Sewer Pipe (Storm)	L F	\$8.50	-12	-\$102.00
2104.501	Remove Concrete Curb/Curb and Gutter	L F	\$2.26	-369	-\$834.17
2104.503	Remove 4" Sidewalk	S F	\$0.54	2383.70	\$1,287.20
2104.505	Remove Concrete Driveway Pavement	S Y	\$7.24	-635.30	-\$4,599.57
2104.509	Remove Manhole or Catchbasin	EACH	\$250.00	-7	-\$1,750.00
2104.509	Remove Bituminous Pavement	S Y	\$2.60	2374.80	\$6,174.48
2104.513	Sawing Bituminous Pavement	L F	\$2.00	-1024.00	-\$2,048.00
2105.501	Common Excavation	C Y	\$7.37	1372.00	\$10,111.64
2105.525	Topsoil Borrow (CV)	C Y	\$16.43	-295.55	-\$4,855.89
2105.533	Salvaged Aggregate (CV)	C Y	\$7.26	-1350.00	-\$9,801.00
2105.604	Geotextile Fabric Type V	S Y	\$1.00	-4817.00	-\$4,817.00
2211.501	Aggregate Base Class 5	TON	\$10.20	1620.80	\$16,532.16
2360.501	Type SP 12.5 Wearing Course Mix (3,B)	TON	\$70.23	236.07	\$16,579.20
2360.502	Type SP 12.5 Non Wear Course Mix (3,B)	TON	\$62.74	430.13	\$26,986.36
2503.511	18" RC Pipe Sewer Class II	L F	\$28.00	0.00	\$0.00
2503.511	12" RC Pipe Sewer Class II	L F	\$25.00	692.50	\$17,312.50
2504.602	Adjust Valve Casting	EACH	\$125.00	-24.00	-\$3,000.00
2506.501	Const Drainage Structure Design 72-4020	L F	\$475.00	9.20	\$4,370.00
2506.501	Const Drainage Structure Design F	L F	\$275.00	12.50	\$3,437.50
2506.501	Const Drainage Structure Design H	L F	\$225.00	-12.10	-\$2,722.50
2506.516	Casting Assembly	EACH	\$650.00	0.00	\$0.00
2506.516	Casting Assembly (Catchbasin) B624 Curb	EACH	\$585.00	-1.00	-\$585.00
2506.522	Adjust Frame & Ring Casting	EACH	\$350.00	-17.00	-\$5,950.00
2521.501	4" Concrete Walk	S F	\$2.65	3213.40	\$8,515.51
2531.501	Concrete Curb & Gutter Design B624	L F	\$12.85	-119.10	-\$1,530.44
2531.507	6" Concrete Driveway Pavement	S Y	\$36.00	-373.50	-\$13,446.00
2531.618	Truncated Domes	S F	\$32.00	-118.00	-\$3,776.00
2550.541	6'x6' Loop Detector Design PVC	EACH	\$700.00	0.00	\$0.00
2573.502	Silt Fence, Type Machine Sliced	L F	\$2.75	-400.00	-\$1,100.00
2573.530	Storm Drain Inlet Protection	EACH	\$100.00	0.00	\$0.00
2575.501	Seeding	AC	\$800.00	0.38	\$304.00
2575.502	Seed Mixture 270	LB	\$2.50	26.60	\$66.50
2575.532	Fertilizer Type 3	LB	\$0.60	77.10	\$46.26
2575.560	Hydraulic Soil Stabilizer Type 8	LB	\$1.20	1277.30	\$1,532.76
2582.502	4" Broken Line Yellow-Epoxy	L F	\$0.84	-140.00	-\$117.60
2582.503	Crosswalk Marking-Epoxy	SF	\$3.60	-1575.00	-\$5,670.00

NON-PARTICIPATING					
SANITARY SEWER					
2104.509	Remove Manhole	EACH	\$285.00	-1.00	-\$285.00
2123.610	Backhoe	HOURL	\$200.00	-1.10	-\$220.00
2451.609	Granular Foundation and/or Bedding	TON	\$12.00	-10.00	-\$120.00
2451.609	Rock Stabilization	TON	\$20.00	-20.00	-\$400.00
2503.601	15" Neoprene Sleeve	EACH	\$125.00	0.00	\$0.00
2503.601	12" Neoprene Sleeve	EACH	\$100.00	-1.00	-\$100.00
2503.601	10" Neoprene Sleeve	EACH	\$95.00	0.00	\$0.00
2503.601	8" Neoprene Sleeve	EACH	\$85.00	1.00	\$85.00
2503.601	4" X 6" Neoprene Sleeve (Eccentric)	EACH	\$40.00	3.00	\$120.00
2503.602	10" X 4" PVC Wye	EACH	\$175.00	8.00	\$1,400.00
2503.602	8" X 4" PVC Wye	EACH	\$145.00	-6.00	-\$870.00
2503.603	15" PVC Pipe Sewer	L F	\$32.00	1.00	\$32.00
2503.603	12" PVC Pipe Sewer	L F	\$27.00	-5.00	-\$135.00
2503.603	10" PVC Pipe Sewer	L F	\$23.00	-7.00	-\$161.00
2503.603	8" PVC Pipe Sewer	L F	\$20.00	-106.50	-\$2,130.00
2503.603	4" PVC Pipe Sewer	L F	\$18.00	61.30	\$1,103.40
2506.602	Manhole (0'-10')	EACH	\$2,350.00	-1.00	-\$2,350.00
2506.602	Manhole (10'-12')	EACH	\$2,400.00	0.00	\$0.00
WATERMAIN					
2504.602	1" Curb Stop & Box	EACH	\$245.00	-2.00	-\$490.00
2504.603	1" Type K Copper Pipe	L F	\$23.00	51.00	\$1,173.00
2504.602	1"x3/4" Coupling	EACH	\$55.00	-1.00	-\$55.00
2504.602	Reconnect Water Service	EACH	\$575.00	-4.00	-\$2,300.00
2504.602	6" Gate Valve And Box	EACH	\$1,100.00	0.00	\$0.00
2504.602	8" Gate Valve And Box	EACH	\$1,450.00	0.00	\$0.00
2504.602	12" Gate Valve And Box	EACH	\$2,450.00	-1.00	-\$2,450.00
2504.602	F & I 5" Hydrant	EACH	\$3,200.00	0.00	\$0.00
2504.603	12" Water Main	L F	\$32.00	-10.50	-\$336.00
2504.603	8" Water Main	L F	\$23.00	-4.10	-\$94.30
2504.603	6" Water Main	L F	\$20.00	10.30	\$206.00
2504.603	4" Water Main	L F	\$20.00	13.00	\$260.00
2504.608	Watermain Fittings	L F	\$6.00	2284.00	\$13,704.00
NET CHANGE					\$52,138.00
BITUMINOUS INCENTIVE					\$4,335.17
TOTAL CHANGE					\$56,473.17

CONTRACT AMOUNT: \$1,321,174.20
BUDGET NO.: 413.48451.0336



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 6

Meeting Date: November 13, 2014

Attachments: Yes No

CITY COUNCIL ACTION

Date: November 17, 2014

- Approved Denied
 Amended Tabled
 Other

Originating Department: Engineering

Agenda Item: Accept Project and Authorize Final Payment Project No. 1110

Recommended Action: Accept Project No. 1110 and authorize final payment to Geislinger & Sons, Inc. in the amount of \$185,650.97.

Background/Summary: The City Council entered into an agreement with Geislinger & Sons, Inc. on October 15, 2012 for the Western Interceptor Sewer improvements. The final pay request with quantities is hereby submitted for consideration. Staff is recommending final payment be made.

Alternatives: N/A

Financial Considerations: Payment of the final amount of \$185,650.97 is from within the project budget.

Preparer: Sean E. Christensen, P.E.
Public Works Director

Signature: 

Comments:



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 10

Meeting Date:

Attachments: Yes No

CITY COUNCIL ACTION

Date: November 17, 2014

- | | |
|-----------------------------------|---------------------------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| <input type="checkbox"/> Amended | <input type="checkbox"/> Tabled |
| <input type="checkbox"/> Other | |

Originating Department: Planning and Development

Agenda Item: Authorization of the City's Acquisition of Interest in Real Property for Airport Purposes

Recommended Action: Approval of the resolution authorizing acquisition of the property.

Background/Summary:

The City has been working with the FAA to resolve an outstanding easement previously granted by the City to a property owner. The FAA does not allow the cities to provide a permanent easement. The permanent easement was granted through a mediated settlement with the property owners. The City has attempted to negotiate with the property owner, but has been unsuccessful. The FAA currently withholds \$150,000 in annual funds from the City. The recommendation is to authorize the attached resolution which will allow the City to use eminent domain to reacquire the easement.

- Alternatives:
1. Continue to negotiate with the property owner.
 2. Forgo annual airport funds in the amount of \$150,000 and leave the permanent easement in place.

Financial Considerations: The City is forgoing \$150,000 annually in airport funding until this issue is resolved.

Preparer: Charlene Stevens, City Administrator

Signature:

Comments:

CITY OF WILLMAR
RESOLUTION NO. _____

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF THE CITY OF WILLMAR,
MINNESOTA AUTHORIZING THE CITY'S ACQUISITION OF INTERESTS IN REAL
PROPERTY FOR AIRPORT PURPOSES

WHEREAS, the City of Willmar (the "City"), a Home Rule Charter City, owns and operates the Willmar Municipal Airport (the "Airport") in the City, which was constructed beginning in 2005 and opened to the public on September 5, 2006; and

WHEREAS, beginning in 2002, the City acquired through eminent domain and otherwise certain lands needed for the construction of the runways, terminal, hangars and other aviation facilities at the Airport, and to maintain runway protection zones at either ends of the Airport's runways; and

WHEREAS, included in the lands the City acquired in fee for the establishment of the runway protection zones at the Airport were lands now identified as Parcels 10-A and 24-A in the Willmar Municipal Airport Right-of-Way Plat No. 1-1 on file in the Kandiyohi County Recorder's office, which lands the City acquired through eminent domain proceedings in Kandiyohi County District Court (Court File No. C4-02-1058) from property owners the Andrew Kvam Trust and Philip J. Kvam, respectively (collectively, the "Owners"); and

WHEREAS, as part of the final settlements of the eminent domain proceedings against the Owners, the City granted a permanent easement for ingress and egress across each of Parcels 10-A and 24-A to each Owner, respectively, as shown on the attached Appendices A and B (the "subject property interests"), which included the right to construct limited improvements to such accesses within the easement areas; and

WHEREAS, pursuant to Minnesota Statutes, Sections 360.0161 and 360.039, the City's acquisition of lands to facilitate the construction of the Airport were funded largely through a Federal Aviation Administration ("FAA") Airport Improvement Program ("AIP") grant, which grant program requires grant recipients such as the City to agree to certain obligations or assurances (the "Grant Assurances") as a condition for receiving the federal funding; and

WHEREAS, the FAA considers the City's conveyance of the subject property interests to the Owners to have violated the FAA's Policy and Procedures Memo (PPM) 5300.1B dated February 5, 1999, which requires the runway protection zones at a new airport to be controlled by the airport operator with fee title, and prohibits the construction of new roadways therein, as well as Grant Assurance 5, *Rights and Powers*, to which the City agreed, and which provided as follows:

- a. It (the City) shall not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in the grant agreement without the written approval of the Secretary, and will act promptly to acquire, extinguish, or modify any outstanding rights or claims of right of others which would interfere with such performance by the sponsor. This shall be done in a manner acceptable to the Secretary.
- b. It (the City) will not sell, lease, encumber or otherwise transfer or dispose of any part of its title or other interests in the (property acquired for the construction of the Airport) . . . for the duration of the terms, conditions, and assurances in the grant agreement without the approval of the Secretary; and

WHEREAS, the FAA has withheld and will continue to withhold \$150,000 in annual AIP funds from the City until such time as the City “recaptures its rights and powers” with respect to the subject property interests granted to the Owners over Parcels 10-A and 24-A; and

WHEREAS, timely reacquisition of the subject property interests by the City is necessary to secure the AIP funds withheld from the City by the FAA, which in turn is important for the City’s future operation of the Airport; and

WHEREAS, the City Council adopted Resolution No. 4 on November 4, 2013 authorizing the City to commission appraisals of the subject property interests, negotiate for the direct purchase thereof and make preparations for the acquisition thereof by eminent domain; and

WHEREAS, pursuant to Resolution No. 4, November 4, 2013, the Willmar City Council has been presented with appraisals of each of the subject property interests dated April 16, 2014, conducted by Thomas G. Ruhland, MAI, a certified general real property appraiser licensed by the State of Minnesota, which estimated the damages of the taking of the subject property interests; and

WHEREAS, pursuant to Resolution No. 4, November 4, 2013, City staff has met with representatives of the Owners and presented copies of the Ruhland appraisals to the Owners, but to date has been unsuccessful in negotiating for the direct purchase of the subject property interests by the City; and

WHEREAS, Minnesota Statutes, Section 360.032, Subdivision 1, authorizes municipalities to acquire real property for the purpose of establishing, constructing and enlarging airports and for other airport purposes, either within or without the territorial limits of such municipality and within or without this state; and

WHEREAS, Minnesota Statutes, Section 360.032, Subdivision 2, grants municipalities the full authority to exercise the power of eminent domain in the event that such a municipality is

unable to acquire the subject property interests by any transaction to which the owners of the subject property agree; and

WHEREAS, Minnesota Statutes, Section 360.033 declares that the acquisition of any lands by a municipality for the purpose of establishing, constructing, enlarging and operating airports is to be considered as acquired and used for public, governmental, and municipal functions, exercised for a public purpose, and as a matter of public necessity, and Minnesota Statutes, Section 117.025, Subdivisions 10 and 11, affirm that a municipality operating an airport is a “public service corporation,” and that the creation or functioning of a public service corporation is a “public use” or “public purpose” for purposes of Minnesota Statutes, Section 117.012, Subdivision 2; and

WHEREAS, the City made written final offers to the respective owners of record of the subject property interests to purchase the subject property interests for the amounts indicated in the Ruhland appraisals on October 20, 2014; and

WHEREAS, the City’s negotiations with the Owners having not, to date, resulted in the necessary acquisition of the subject property interests, it is now necessary for the City to acquire the subject property interests through the condemnation authority granted the City in the Minnesota Statutes; and

WHEREAS, in order to receive AIP funds from the FAA for calendar year 2015, the City must reacquire the subject property interests before commissioners to be appointed in a condemnation action pursuant to Minnesota Statutes, Chapter 117 can reasonably be expected to make a determination as to the award of just compensation for the acquisition of the subject property interests.

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

1. The appraisals of the easements dated April 16, 2014, conducted by Thomas G. Ruhland, MAI , a certified general real property appraiser licensed by the State of Minnesota, which estimated the damages of the taking of the subject property interests, are hereby accepted and approved.

2. In accordance with Minnesota Statutes, Chapters 117 and 360, as well as 49 C.F.R. sections 24.101 *et seq.*, the City Council of the City of Willmar, Kandiyohi County, Minnesota, hereby authorizes the law firm of Flaherty & Hood, P.A. to initiate eminent domain proceedings on the City’s behalf, including but not limited to, proceedings pursuant to Minnesota Statutes, Section 117.042, necessary to timely acquire the subject property interests needed for the release of the FAA AIP funds to the City to fund the Airport operations, and to take such

other actions and initiate such other proceedings as may be advisable in furtherance of the City's authority under law.

3. It is hereby found and determined that the taking of the subject property interests through eminent domain proceedings is reasonably necessary or convenient, in furtherance of a proper public use and public purpose in accordance with Minnesota Statutes, Section 117.012, Subdivision 2, that public use and public purpose being the securing of FAA AIP funds needed to fund the operation of the Willmar Municipal Airport.

4. — It is hereby found and determined that the reacquisition of the subject property interests must be completed by the City before commissioners to be appointed in a condemnation action pursuant to Minnesota Statutes, Chapter 117 can reasonably be expected to make a determination as to the award of just compensation for the acquisition of the subject property interests and that timely acquisition of the subject property interests is important for the City to receive AIP funds from the FAA for calendar year 2015.

5. City staff, its agents and legal counsel shall continue to have the authority to negotiate for the purchase of the subject property interests at any time prior to the final resolution of any eminent domain proceeding initiated on the City's behalf under the authority of this Resolution, subject to final approval of this City Council of any agreement for the purchase of such property rights or interests.

Adopted by the City Council of the City of Willmar on November 17, 2014.

Approved:

Mayor

Attested:

City Clerk

APPENDIX A
Parcel 10-A Easement

APPENDIX B
Parcel 24-A Easement

DESCRIPTION OF THE PROPERTY ACQUIRED

The City of Willmar is acquiring an existing permanent easement this is currently in favor of the subject Parcel. This easement is graphically and legally depicted on the following pages.

rec'd Rinke Noonan
Parcels 9-B + 10-A
Willmar Municipal Airport
Right of Way Plat No 1-1
NW1/4
19-119-35

1' 57156 to 496# Rinke Noonan Smoky Detr Colombo Willmar
Vankor W-11005 LTD

571692

OFFICE OF COUNTY RECORDER
KANDIYOHI COUNTY MINNESOTA

FILED AND/OR
RECORDED ON

05/12/2009 09:55AM

JULIE KALKBRENNER
COUNTY RECORDER

BY Judy A Baker
DEPUTY

Rinke- Noonan
Po Box 1497
St Cloud, MN 56302-1497
33-019-0030, 95-869-0100

EASEMENT AGREEMENT

THIS AGREEMENT is made and entered into this 11 day of September, 2007, by and between the CITY OF WILLMAR, a municipal corporation under the laws of the state of Minnesota (hereinafter "City"), and ANDREW KVAM TRUST "B" (hereinafter "Kvam").

WITNESSETH:

WHEREAS, City did acquire from Kvam parcels 10-A and 9-B of Willmar Municipal Airport Right of Way Plat No. 1-1; and

WHEREAS, Kvam is in need of an easement for ingress and egress over land owned by City for purposes of accessing land owned by Kvam and legally described as the NW¼ of the NW¼ of Section 19, Township 119, Range 35 except platted parts; and

WHEREAS, City is agreeable to convey to Kvam such an easement.

NOW, THEREFORE, IT IS HEREBY AGREED as follows:

1. City does hereby grant and convey unto Kvam, its successors and assigns, a permanent easement for ingress and egress on and over a four rod strip of land, being two rods on each side of a line as described on Exhibit "A" attached hereto, which easement shall be appurtenant to and run with the lands of the parties hereto.
2. Kvam may make such improvements to the easement area as it shall deem appropriate, however, such improvement shall be paid entirely by Kvam.
3. Kvam agrees to maintain the easement area at its own expense without reimbursement from City.

4. The parties hereto agree that in the event there shall be any claim, dispute or controversy arising out of this Agreement, or in connection with this Agreement, then it shall be settled by arbitration conducted in the City of Willmar in accordance with the rules of the American Arbitration Association. If the parties are unable to agree upon a neutral arbitrator, one shall be appointed by and through the procedures established by the American Arbitration Association.

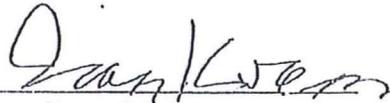
5. This Agreement shall not be amended except in writing and signed by all of the parties hereto or their heirs, personal representatives and assigns.

6. The parties hereto acknowledge that a good and valuable consideration exists for this Easement Agreement.

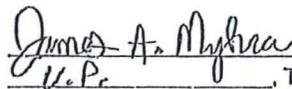
IN WITNESS WHEREOF, the parties have hereunto executed this Agreement the day and year first above written.

ANDREW KVAM TRUST "B"

CITY OF WILLMAR

By: 
Ivan Kvam, Trustee of the
ANDREW KVAM TRUST "B"

By: 
Lester J. Heitke
Its Mayor

By: 
~~U.S. Bank, NA~~ Trustee,
~~as Trust Officer of U.S. Bank, NA,~~
~~formerly First Trust, NA~~ of the
ANDREW KVAM TRUST "B", as Trust
Officer of U.S. Bank, NA, formerly
First Trust, NA

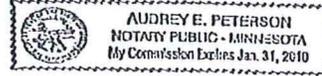
By: 
Michael C. Schmit
Its City Administrator

STATE OF MINNESOTA)
) ss.
COUNTY OF KANDIYOHI)

The foregoing instrument was acknowledged before me this 23rd day of January 2009, by Lester J. Heitke, the Mayor, and Michael C. Schmit, the City

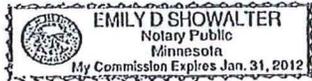
Administrator of the City of Willmar, a municipal corporation under the laws of the state of Minnesota, on behalf of the City Council.

Audrey E. Peterson
Notary Public



STATE OF MINNESOTA)
) ss.
COUNTY OF SWIFT)

The foregoing instrument was acknowledged before me this 14 day of September, 2007, by Ivan Kvam, Trustee, of the ANDREW KVAM TRUST "B".



Emily D Showalter
Notary Public

STATE OF MINNESOTA)
) ss.
COUNTY OF Olmsted)

The foregoing instrument was acknowledged before me this 13 day of September, 2007, by James A. Myhra, Trustee, ~~and Trust Officer of U.S. Bank, NA, formerly First Trust, NA.~~ of the ANDREW KVAM TRUST "B", as Trust Officer of U.S. Bank, NA, formerly First Trust, NA.



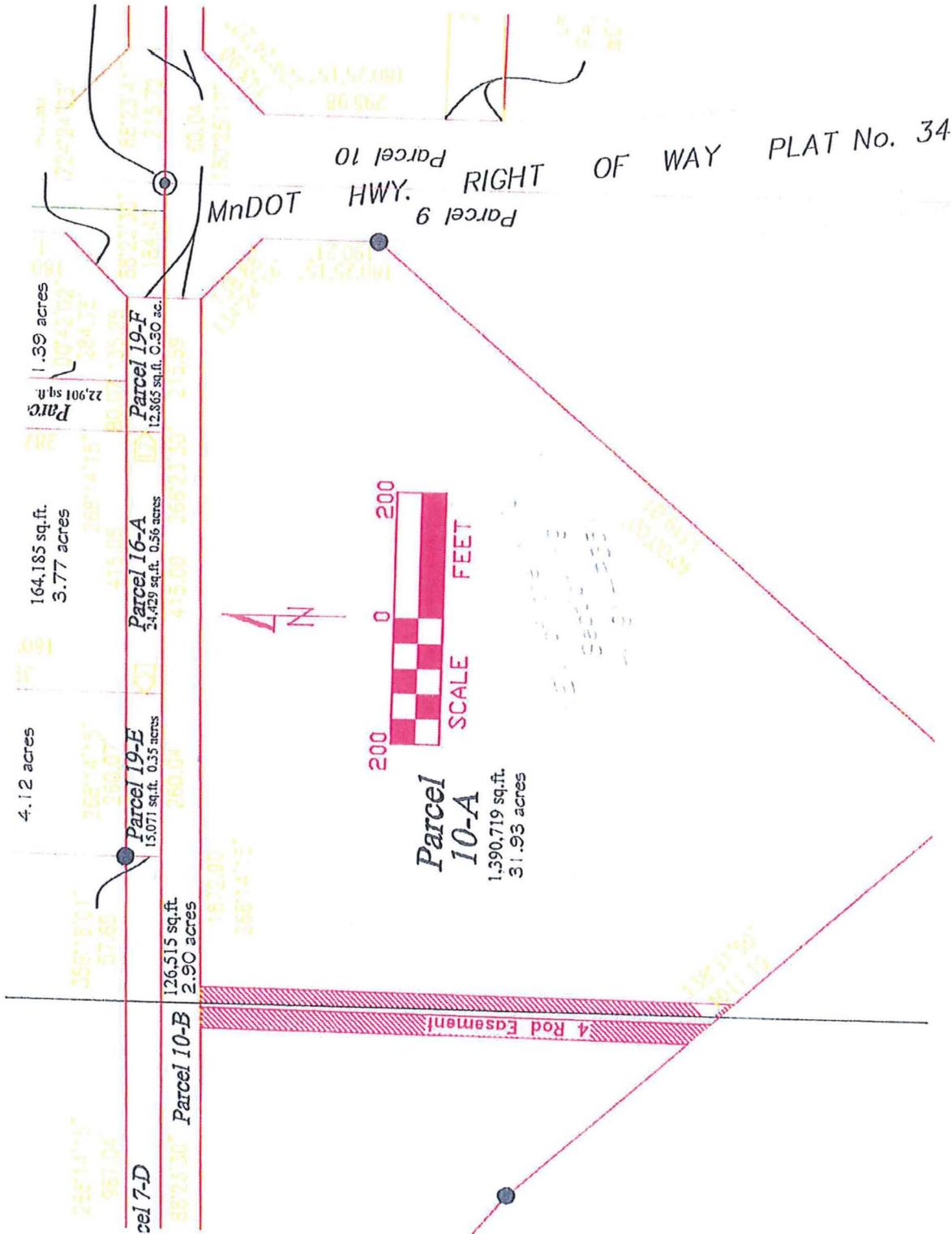
Janice L. Brick
Notary Public

THIS INSTRUMENT DRAFTED BY:
Richard L. Ronning
401 Fifth Street SW
P.O. Box 971
Willmar, MN 56201
(220) 235-6180
MN Atty. Reg. No. 93191

Exhibit "A"

Description of centerline of 4 rod easement:

All that part of Parcel 10-A of Willmar Municipal Airport Right of Way Plat No. 1-1 described as follows: Commencing at a point on the Southerly right of way line of Minnesota TH #40, which point is 1169 feet East of the West section line of Section 19, Township 119, Range 35; thence South and parallel to said West section line a distance of 800 feet, more or less, to a point on the Southwesterly line of Parcel 10-A of said Right of Way Plat No. 1-1 and there terminating.



DESCRIPTION OF THE PROPERTY ACQUIRED

The City of Willmar is acquiring an existing permanent easement this is currently in favor of the subject Parcel. This easement is graphically and legally depicted on the following pages.

FROM : PHILLIP KVAM

PHONE NO. : 3202350005

TBB #4602 City

Dec. 05 2005 08:45AM P2

545530

OFFICE OF COUNTY RECORDER
KANDIYOHI COUNTY MINNESOTA

FILED AND/OR
RECORDED ON

10/13/2006 08:50AM

JULIE KALKBRENNER
COUNTY RECORDER

BY *Julie Kalkbrenner*
DEPUTY City

Parcel 24-A
Willmar Municipal
Airport Right of
Way Plat No. 1-1

EASEMENT AGREEMENT

THIS AGREEMENT is made and entered into this 20th day of December, 2005, by and between the CITY OF WILLMAR, a municipal corporation under the laws of the State of Minnesota, (hereinafter "City"), and PHILIP I. KVAM (hereinafter "Kvam").

WITNESSETH:

WHEREAS, City did acquire from Kvam Parcel ^{24-A MMS} 24 of Willmar Municipal Airport Right of Way Plat No. 1-1; and

WHEREAS, Kvam is in need of an easement for ingress and egress over land owned by City for purposes of accessing land owned by Kvam and lying south of Parcel ^{MMS} 24 of Willmar Municipal Airport Right-of-Way Plat No. 1-1; and

WHEREAS, City is agreeable to convey to Kvam such an easement.

NOW, THEREFORE, IT IS HEREBY AGREED as follows:

1. City does hereby grant and convey unto Kvam, his heirs, personal representatives and assigns, a permanent easement for ingress and egress on and over a two rod strip of land, the West line of said two rod strip of land shall be the West line of the existing approach to said Parcel ^{MMS} 24, as extended due South to the South line of said Parcel 24 and the East line shall be a line parallel to and two rods East of the West line of the two rod strip and said East line shall also extend to the South line of said Parcel ^{MMS} 24.

2. Kvam may make such improvements to the easement area as he shall deem appropriate, however, such improvement shall be paid entirely by Kvam.

T: 48872

3. Kvam agrees to maintain the easement area at his own expense without reimbursement from City.

4. It is agreed that the right of ingress and egress herein granted to Kvam shall be appurtenant to and run with the lands of the parties hereto.

5. The parties hereto agree that in the event there shall be any claim, dispute or controversy arising out of this Agreement, or in connection with this Agreement, then it shall be settled by arbitration conducted in the City of Willmar in accordance with the rules of the American Arbitration Association. If the parties are unable to agree upon a neutral arbitrator, one shall be appointed by and through the procedures established by the American Arbitration Association.

6. This Agreement shall not be amended except in writing and signed by all of the parties hereto or their heirs, personal representatives and assigns.

7. The parties hereto acknowledge that a good and valuable consideration exists for this Easement Agreement.

IN WITNESS WHEREOF, the parties have hereunto executed this Agreement the day and year first above written.

CITY OF WILLMAR

By: Lester J. Keitke
Its Mayor

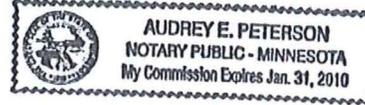
By: Michael Elliott
Its City Administrator

Phillip I. Kvam
Phillip I. Kvam
12/05/05

STATE OF MINNESOTA)
)SS
COUNTY OF KANDIYOHI)

The foregoing instrument was acknowledged before me this 20th day of December, 2005, by Lester Heitke and Michael Schmit, the Mayor and City Administrator of the City of Willmar, a municipal corporation under the laws of the State of Minnesota, on behalf of the City Council.

Audrey Peterson
Notary Public



STATE OF MINNESOTA)
)ss.
COUNTY OF KANDIYOHI)

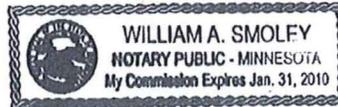
The foregoing instrument was acknowledged before me this 7th day of Dec, 2005, by Philip I. Kvarr..a single person.

KMD

William A. Smoley
Notary Public
NOTARY PUBLIC
My Commission Expires Jan. 31, 2010

THIS INSTRUMENT DRAFTED BY:

Richard L. Ronning
Willmar City Attorney
401 Fifth Street SW, P.O. Box 971
Willmar, MN 56201
(320) 235-6480
MN Atty. Reg. No. 93191



CITY OF WILLMAR

RESOLUTION NO. 4

RESOLUTION AUTHORIZING PREPARATIONS FOR THE ACQUISITION OF CERTAIN PROPERTY INTERESTS AT THE WILLMAR MUNICIPAL AIRPORT

WHEREAS, the City of Willmar (“City”) owns fee title to lands at the Willmar Municipal Airport (“Airport lands”), including lands in the most restrictive runway protection zones as mandated by regulations promulgated by the Federal Aviation Administration (“FAA”) and the Minnesota Department of Transportation, Aeronautics Division (“MnDOT Aeronautics”).

WHEREAS, the City acquired the Airport lands with financial assistance from a federal grant (“grant”), which is administered by the FAA.

WHEREAS, the City has conveyed certain permanent easement and other property interests in lands within the most restrictive runway protection zones to private parties that constitute encumbrances on the Airport lands, and the FAA has notified the City that it must terminate certain of these encumbrances (“subject property interests”) in order to comply with applicable FAA regulations and certain conditions of the grant.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLMAR, MINNESOTA, AS FOLLOWS:

1. That the acquisition of the subject property interests is reasonably necessary or convenient, in furtherance of a proper public use and public purpose in accordance with Minnesota Statutes, Section 117.012, Subdivision 2, that public use and public purpose being the maintenance and operation of the Airport consistent with applicable FAA and MnDOT Aeronautics regulations.
2. That City staff and the City Attorney are authorized to take all necessary and convenient actions to prepare for the acquisition of the subject property interests through direct negotiation with the owners of the subject property interests and/or eminent domain, including commissioning appraisals of each such property interest to which the FAA has objected.
3. That any agreement for the purchase of the subject property interests, or any of them, negotiated with the owners thereof by City staff and/or the City Attorney be subject to the final approval of this City Council, and that any appraisals conducted of the subject property interests be presented to the City Council for approval prior to the initiation of an eminent domain action to acquire the property interests.

Adopted by the City Council of the City of Willmar on November 4, 2013.

Approved:



Mayor

Attested:



City Clerk