

**COMMUNITY DEVELOPMENT COMMITTEE
CITY OF WILLMAR, MINNESOTA
THURSDAY, SEPTEMBER 27, 2012**

MINUTES

The Community Development Committee of the Willmar City Council met on Thursday, September 27, 2012, in Conference Room No.1 at the City Office Building. Chair Dokken called the meeting to order at 4:45pm.

Present:

Jim Dokken	Chair
Steve Ahmann	Council Member
Ron Christianson	Council Member
Bruce DeBlieck	Council Member
Charlene Stevens	City Administrator

Others present: Tim Johnson - Council Member, Frank Yanish - Mayor, Chris Wenish - Kandiyohi County, Environmental Health Specialist, Ann Stehn - Kandiyohi County Public Health Director, Larry Kleindl - Kandiyohi County Administrator and Mark Boeschen - IT Coordinator.

1. PUBLIC COMMENTS (FOR INFORMATION ONLY)

There were no public comments offered at this meeting.

2. COUNTY SANITARIAN ACTIVITIES (FOR INFORMATION ONLY)

Mr. Wenish, Ms. Stehn and Mr. Kleindl reviewed the County's environmental services and responsibilities, such as: licensing and enforcement of food, beverage and lodging establishments, tobacco licenses, safe drinking water act compliance and general education. Mr. Wenish also reviewed the County's role in licensing and regulating of the manufactured home parks within the County, including those within the City limits.

Mr. Kleindl explained that under state statute, cities do not have the authority to perform public health services.

The Committee thanked the County staff for the information.

3. CITIZEN SUPPORT CENTER DEMONSTRATION (FOR INFORMATION ONLY)

Mr. Boeschen, IT Coordinator, provided a demonstration of the Citizen Support Center feature on the Willmar website. Mr. Boeschen stated that it is a new feature that allows citizens to electronically submit questions, concerns or service needs, such as a fallen tree.

The Committee requested a demonstration at a future City Council meeting.

4. MISCELLANY (FOR INFORMATION ONLY)

There no items of miscellany.

5. There being no further business to come before the Committee, the meeting adjourned at 5:30 pm.

Respectfully Submitted,

Charlene Stevens
City Administrator