

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

January 21, 2014  
7:00 p.m.

The regular meeting of the Willmar City Council was called to order by the Honorable Mayor Pro Tempore Denis Anderson. Members present on a roll call were Council Members Ron Christianson, Audrey Nelsen, Tim Johnson, Jim Dokken, Rick Fagerlie and Bruce DeBlieck; Present 8, Absent 0. Mayor Frank Yanish was excused from the meeting

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

The Council requested that the Rice Hospital Minutes, the Planning Commission Minutes, the donation from the Willmar Area Senior Citizens Club and the appointment of Andrew Bjur to the Zoning Appeals Board be removed from the Consent Agenda.

Council Member Christianson offered a motion adopting the Consent Agenda which included the following: City Council Minutes of January 6, Willmar Municipal Utilities Minutes of January 13, Council Member Nelsen attending the LMC Conference, the Accounts Payable Report through January 16 and the Airport Commission Minutes of January 15. Council Member Dokken seconded the motion, which carried.

The Council reviewed the Financial Report Items A. through G. of the Rice Hospital Board Minutes. The Rice Hospital Board Minutes of January 8, 2014 were approved as presented upon motion by Council Member Dokken, seconded by Council Member Fagerlie, and carried.

The Council discussed the Planning Commission Minutes, specifically Item No. 6, Willmar Municipal Utilities Acquisition of Property at 810 SW Litchfield Avenue. The Planning Commission Minutes of January 8, 2014 were approved as presented upon motion by Council Member DeBlieck, seconded by Council Member Fagerlie and carried.

The donation of \$1,880.57 from the Willmar Area Senior Citizens Club to be used toward the purchase of items for the woodshop at the Willmar Area Community Center was recognized by the Council. Resolution No. 1 was introduced by Council Member Ahmann, seconded by Council Member Dokken, reviewed by Mayor Pro Tempore Anderson, and approved on a roll call vote of Ayes 8, Noes 0.

**RESOLUTION NO. 1**

WHEREAS, the City of Willmar has received a donation of woodshop equipment from the Willmar Area Senior Citizens Club to the Willmar Area Community and Activity Center;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Willmar, Minnesota, that the City accept the donation from the Willmar Area Senior Citizens Club and the City Administrator be directed to express the community's appreciation.

Dated this 21st day of January, 2014.

\_\_\_\_\_  
/s/ Denis Anderson  
MAYOR PRO TEMPORE

/s/ Kevin Halliday  
Attest: CITY CLERK

The Council discussed the proposed appointment of Andrew Bjur to the Zoning Appeals Board. Council Member Ahmann motioned to table the appointment until the Mayor has reviewed the request. Council Member Dokken seconded the motion, which carried.

Community Education and Recreation Director Brisendine appeared before the Council to present the Willmar Community Education and Recreational Organizational Study and Recommendations. Director Brisendine summarized the timetable on the organizational study conducted by Roger Worner Associates, Inc. Mr. Worner presented a 15-minute summary of the organizational analysis study, the methodology of the study, its major components and its conclusions. He offered eight recommendations for future consideration. He was complementary to the City for its robust program, being so broadly based and expansive.

Mayor Pro Tempore Anderson acknowledged Ken Behm of 2217 Country Club Drive NE who had signed up to address the City Council during its scheduled Open Forum. Mr. Behm spoke in favor of the vacation of a portion of former Highway 40 to allow for expansion of the Jennie-O Turkey Store facility.

The Finance Committee Report for January 13, 2014, was presented to the Mayor Pro Tempore and Council by Council Member Anderson. There were six items for Council consideration.

Item No. 1        There were no public comments.

Item No. 2        After upgrading the City's telephone system last summer; there are surplus phones from the old system that are of minimal value. The Willmar Public Schools have expressed an interest in acquiring these phones. It was noted that Minnesota Statute 471.64 authorizes the City to gift property to the public school. The committee was recommending a contract be executed that provides to the school, for no charge, up to 40 telephones that are surplus to the City's needs. Council Member Anderson moved to approve the recommendation of the Finance Committee with Council Member Fagerlie seconding the motion, which carried.

Item No. 3        Staff explained to the Committee that the Country Club Drive Lift Station, which was built in 1987, has required numerous bypasses during rainstorm events resulting in capacity issues. There have been approximately five bypasses reported to MPCA since 2009. Too many bypasses could result in a moratorium on growth in the lift station basin. In 2011 and 2012, televising and sump pump inspections have taken place in this area to identify sources of infiltration with limited success. Staff had requested \$75,000 for the Professional Services in the 2014 Waste Treatment Plant Collection Budget; however, only \$30,000 was adopted. Staff agreed this project should continue but \$30,000 is not adequate to cover design and engineering services required; subsequently, an additional \$60,000 is being requested for Professional Services for the Country Club Drive Lift Station Design and Engineering Budget. It was noted that funds not utilized for the Lakeland Drive Project, which will be addressed under an agenda item later this meeting, would be available for this budget increase.

Council Member Anderson offered a motion to amend the 2014 Wastewater Treatment Collection Capital Budget for Phase 1 Country Club Drive Lift Station Design and Engineering by \$60,000, and that said funds would be reallocated from the Lakeland Drive Project. Council Member Fagerlie seconded the motion, which carried.

Item No. 4        The Committee considered the purchase of the Building Inspections Vehicle scheduled for replacement in 2014 which has numerous physical and mechanical issues that warrant replacement and has not been driven for several months. Staff was requesting authorization to replace the Building Inspections Vehicle per the Vehicle Replacement Schedule. Quotes have been received well within the budgeted amount of \$27,000. Authorization to proceed with the replacement of the Building Inspections Vehicle was recommended to the Committee. Council Member Anderson moved to approve the

recommendation of the Finance Committee with Council Member Nelsen seconding the motion, which passed on a voice vote of Ayes 7, Noes 1 - Council Member Ahmann voted "No."

Item No. 5 Staff explained to the Committee that the MinnWest Technology Campus Lift Station/Lakeland Drive project scope of work needs to be amended due to changes in the availability of Municipal State Aid funds. It was noted that street projects done in 2013 utilized a substantial amount of MSA funds leaving a minimal balance available for 2014. The City needs to rebuild these funds at the State before pursuing extensive future projects using MSA funds. Therefore, it is being recommended that the overlay, trail, and quiet zone portions be eliminated from the Lakeland Drive Project. The remaining portion of the project consists of the interceptor/lift station improvements and is budgeted at \$2,730,000 which may be eligible for MN Public Facilities Authority funding. Council Member Nelsen asked staff to research the possibility of pursuing construction of the trail this year yet, even if the road is not reconstructed or overlaid, since the trail portion was to be funded by Local Option Sales Tax funds. After discussion, staff was requested to provide a report on the status of the Local Option Sales Tax Funds. Resolution No. 2 was introduced by Council Member Anderson, seconded by Council Member Nelsen, reviewed by Mayor Pro Tempore Anderson, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 2

REVISED LAKELAND DRIVE BUDGET

OTHER SERVICES:		RECEIVABLES:	
Mtce. of Other Impr.	\$2,080,000.00	State (PFA)	<u>\$2,730,000.00</u>
Other Services	<u>\$105,000.00</u>	TOTAL	\$329,100.00
TOTAL	\$2,185,000.00		
OTHER CHARGES:		FINANCING:	
Prof. Serv.	<u>\$545,000.00</u>	State (PFA)	<u>\$2,730,000.00</u>
TOTAL	\$545,000.00	TOTAL	\$329,100.00
GRAND TOTAL	\$2,730,000.00		

Dated this 21st day of January, 2014.

/s/ Denis Anderson  
MAYOR PRO TEMPORE

/s/ Kevin Halliday  
Attest: CITY CLERK

Item No. 6 The City of Willmar Investment Policy came before the Committee for its annual review. No changes are being recommended at this time. Discussion included: Repurchase Agreements, Collateral, and Internal Control Processes. Staff was asked to provide information on who owns the collateral for the City's investments. City Clerk Halliday briefed the Council on the Securities Investor Protection Corporation (SIPC) coverage and the additional required insurance carried by the brokerage firms. He also reported on the practice of purchasing Certificate of Deposits at various banks in amounts under the FDIC protection level. This matter was for information only.

Item No. 7 It was noted that future agenda items include the Local Options Sales Tax Funds Report, preliminary year-end reports, and the Rice Memorial Hospital unaudited year-end report.

Item No. 8 Chair Anderson acknowledged there was no old business for the Committee to discuss at this time.

Item No. 9 There was no new business for the Committee to discuss at this time.

The Finance Report for January 13, 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 January 14, 2014 was presented to the Mayor Pro Tempore and Council by Council Member Christianson. There were seven items for consideration.

Item No. 1 There were no public comments.

Item No. 2 Police Chief David Wyffels lead discussion of developing guidelines for the establishment of outdoor archery ranges. He recommended approval of all proposed indoor ranges. In the case of outdoor ranges, he suggested a permit application process for Council review. The process would educate the applicant of City requirements. A sample application form was reviewed and discussed. The application included technical specifications, as well as definitions. Committee discussion focused on safety. There were four main issues:

1. The appropriate degree of offset for the range.
2. The appropriate backstop size.
3. The acceptable exposure risk to neighboring properties.
4. The types of arrow tips to be allowed.

Council Member DeBlieck presented an email from Dan O'Meara with some thoughts regarding range development which are attached to the meeting minutes. Council Member Nelsen asked if it would be reasonable to require ranges to be fenced. The committee discussed safety issues at length and ended the discussion by receiving the material for information only.

Item No. 3 Staff presented a memo to committee members from Jared Voge of Bolton & Menk regarding impacts of the Grass Lake project on the City's stormwater system. Staff and Mr. Voge met with Loren Engelby of Kandiyohi County to discuss the most recent plans for the project. It was acknowledged that the Peach Creek flows were to be diverted in the future, but that the City would still have to deal with the tail water effect due to other flows coming into the ditch system. It is anticipated that the Peach Creek diversion could have a positive impact, but the extent of that impact is not known. The County plans to hold a public meeting in the spring of 2014 to discuss the results of modeling, incorporating various changes to the project. County staff had mentioned that one possible change to the overall system could be a slight reduction in lake elevation for Lake Wakanda. No decision regarding the lake elevation has been made at this time.

A motion was made by Council Member Ahmann to make a formal request to the Department of Natural Resources and Kandiyohi County to lower Lake Wakanda by 12 inches in an effort of joint cooperation to solve the storm water problems. Council Member Christianson seconded the motion, which was later withdrawn.

Item No. 4 The committee considered an easement agreement between the City of Willmar and Jim Viaene. This easement allows access to Mr. Viaene's property across a portion of the former Wastewater Treatment site. The original easement agreement was drafted in 2004 with a 5-year extension granted in 2009. Mr. Viaene pays \$100 per year for the privilege of the easement. The committee was recommending the Council enter into a 5-year extension of the Viaene agreement and that the City Administrator be authorized to execute the necessary document. Council Member Christianson moved to approve the recommendation of the Public Works/Safety Committee with Council Member Ahmann seconding the motion, which carried.

Item No. 5 The Committee discussed information presented regarding a change in scope for the MinnWest Technology Campus Lift Station/Lakeland Drive Project. The project scope is proposed to be reduced due to funding issues. There are insufficient state aid funds to complete the road work and a source of funds is yet to be identified for the quiet zone. The trail could still be constructed in 2014, but work continues on the final design and financial estimates for that portion of the project.

The committee recommended that the formal scope of the project be reduced to only that portion that could be funded with the PFA loan. That work would include the MinnWest Technology Campus Lift Station, the force main, and associated sanitary sewer work. The committee was in agreement with the reduction in scope and was informed that the Finance Committee had acted on the financing portion contingent on the Public Works/Safety Committee concurrence and recommending the Council order the improvements and direct preparation of final plans and specifications. Resolution No. 3 was introduced by Council Member Christianson, seconded by Council Member Ahmann, reviewed by Mayor Pro Tempore Anderson, and approved on a roll call vote of Ayes, 8, Noes 0.

RESOLUTION NO. 3

ORDERING 2013 MINNWEST TECHNOLOGY CAMPUS LIFT STATION  
AND LAKELAND DRIVE IMPROVEMENTS  
(AND DIRECTING PREPARATION OF FINAL PLANS AND SPECIFICATIONS)

WHEREAS, after due Notice of Public Hearing on the construction of the MinnWest Technology Campus Lift Station and Lakeland Drive Improvements for the City of Willmar, Minnesota, hearing on said improvements was duly held and the Council heard all persons desiring to be heard on the matter and fully considered the same.

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

1. It is advisable, expedient, and necessary that said improvements as described in the Notice of Hearing thereon be constructed and the same are hereby ordered made as amended.
2. The improvements described in said Notice of Hearing and subsequently amended are hereby designated and shall be known as MinnWest Technology Campus/Lakeland Drive Improvements – Project No. 1310.
3. The City's Consulting Engineer is hereby directed to prepare final plans and specifications for said improvements.
4. The City Council shall let the contract for all or part of the work for said improvements or order all or part of the work done by day labor or otherwise as authorized by Minnesota Statutes, Section 429.041, Subdivision 2, within one year of the date of this resolution ordering said improvements.

Dated this 21st day of January, 2014.

/s/ Denis Anderson  
MAYOR PRO TEMPORE

/s/ Kevin Halliday  
Attest: CITY CLERK

The committee also recommended that the Council approve the plans and specifications including the amended scope of services and calls for bids. Resolution No. 4 was introduced by Council Member Christianson, seconded by Council Member Ahmann, reviewed by Mayor Pro Tempore Anderson, and approved on a roll call vote of Ayes, 8, Noes 0.

RESOLUTION NO. 4

WHEREAS the Consulting Engineer, Bollig Inc., for the City of Willmar has presented to the City Council plans and specifications for Project No. 1310 for the City of Willmar;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Willmar that:

Final plans and specifications are hereby approved, and publication of the advertisement for bids is herewith authorized. Bids will be publicly opened and read at 1:00 p.m. on the 3<sup>rd</sup> day of March, 2014, at the City Office Building, 333 Southwest Sixth Street, Willmar, Minnesota.

Dated this 21st day of January, 2014.

/s/ Denis Anderson

MAYOR PRO TEMPORE

/s/ Kevin Halliday

Attest: CITY CLERK

Item No. 6 It was mentioned that there is still some train horn noise at the Trott Avenue quiet zone crossing. A citizen had also contacted their council person regarding problems with the lighting along the path at Taunton Stadium.

Item No. 7 Council Member DeBlieck asked if the City was aware of the types of hazardous materials moving through the rail yard and aware of the timing of hazardous product movement. Included in the discussion was the related discussion of pipeline safety. Chief Wyffels informed the committee that the Police Department and Fire Department train for these types of disasters, but that there is no specific communication process with the Burlington Northern-Santa Fe or pipeline companies regarding the timing of transportation of product or the type of products being moved.

The committee briefly discussed options for an additional site for prescription drug drop-off.

The Public Works/Safety Report for January 14, 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 Fagerlie, and carried.

The Labor Relations Report for January 15, 2014, was presented to the Mayor Pro Tempore and Council by Council Member Ahmann. There were nine items for consideration.

Item No. 2 There were no comments from the public.

Item No. 3 Council Member Anderson made a motion, seconded by Council Member Christianson to go into closed session pursuant to Minn. Stat. §13D.03 to Discuss Labor Negotiation Strategies. The motion carried and the meeting was closed at 4:46 p.m. Labor Attorney Frank Madden joined the closed session via conference call.

Item No. 4 The meeting was reopened at 5:25 p.m. upon motion by Council Member Anderson, seconded by Council Member Christianson and carried. Finance Director Steve Okins joined the meeting at this time.

Item No. 5 Committee members reviewed the advertisement and hiring process for the Public Works Director/City Engineer stating five applicants had been interviewed. Ms. Stevens recommended the hiring of Sean Christensen as Public Works Director/City Engineer effective March 13, 2014 at a salary of \$91,924 plus benefits. Ms. Stevens also recommended a relocation allowance of \$5,000.

Council Member Ahmann moved to approve the hiring of Sean Christensen as Public Works Director/City Engineer at an annual salary of \$91,924 and to also approve the relocation allowance of \$5,000. Council Member Dokken seconded the motion, which carried.

Item No. 6 A request was introduced to the committee to fill the Clerk-Secretary position for Public Works which had recently become vacant due to an internal promotion. Ms. Stevens stated that the position would be posted internally and externally. Ms. Stevens stated that the job description had been reviewed and updated. The committee was recommending approval of staff's request. A motion was made by Council Member Ahmann, seconded by Council Member Dokken and carried.

Item No. 7 The committee also received a request to fill the Clerk-Typist position recently vacated due to a career change by the individual. Ms. Stevens stated the position is only a .8 FTE position, but does provide essential support to the Fire Department. Ms. Stevens stated that the job description had been reviewed and updated. Council Member Ahmann made a motion, seconded by Council Member Dokken, to fill the vacancy of Clerk/Typist for the Fire Department. The motion carried.

Item No. 8 Chair Ahmann presented his concepts for strategic planning, including a potential outline of the process. Chair Ahmann stated his thoughts on the importance of strategic planning and having input from Council, staff, and constituents and asked those present for their input.

Council Member Anderson suggested some possible topics for strategic planning and some similar suggestions to those of Chair Ahmann.

The committee discussed using the committee nights as possible work sessions or venue and discussed the merits of having a facilitator and full council participation or dividing topics by committee.

Chair Ahmann encouraged members to look at what other cities had done for strategic planning and referenced some models from Salt Lake City, UT and Wood Buffalo, Canada.

During discussion of the full council, Council Member Nelsen stated that the 2011/2012 planning sessions had good goals and wondered about staff and council accomplishments to date. This matter will be referred back to committee for further discussion.

Item No. 9 Chair Ahmann asked if the building inspection program with the County was still working effectively and Ms. Stevens stated that it was.

Chair Ahmann also recommended the Finance Committee look at how community funding requests are handled as part of the budget process for 2014.

Chair Ahmann also asked about language training for City staff. Ms. Stevens stated that departments work within the training budgets and that the City is making an effort to recruit multi-lingual staff.

The committee inquired as to how major projects in the community come to fruition without the elected officials being informed. These were received for information only.

The Labor Relations Committee Report for January 15, 2014, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Ahmann, seconded by Council Member Christianson, and carried.

The Community Development Report for January 16, 2014, was presented to the Mayor Pro Tempore and Council by Council Member Fagerlie. There were four items for consideration.

Item No. 1 There were no public comments.

Item No. 2 The Committee considered an expansion proposal by Jennie-O Turkey Store and described how their expansion plans conflict with the right-of-way of former Highway 40, now Industrial Boulevard. A request has been made that the City vacate that portion of the former Highway 40 right-of-way from Willmar Avenue west to County Road 5. A map showing the proposal for vacation was reviewed and discussed. Steve Renquist, EDC Director, presented a summary of the proposed Jennie-O Turkey Store expansion projects.

The committee was recommending the Council hold a public hearing to provide notice of a street vacation of a portion of former Highway 40. Resolution No. 5 was introduced by Council Member Fagerlie, seconded by Council Member Dokken, reviewed by Mayor Pro Tempore Anderson, and approved on a roll call vote of Ayes, 8, Noes 0.

#### RESOLUTION NO. 5

#### SETTING A PUBLIC HEARING TO CONSIDER THE VACATION OF A PORTION OF PUBLIC STREET

Be it resolved by the City Council of the City of Willmar that a public hearing be conducted at 7:02 p.m. on Monday, February 3, 2014, in the Council Chambers at the Municipal Utilities Commission Building, 700 SW Litchfield Avenue, Willmar, Minnesota.

Be it further resolved that the purpose of the hearing will be to consider the vacation of that portion of the public street as described below:

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

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

- thence on a bearing of North 00 degrees 37 minutes 21 seconds East, along the east line of the west 241.00 feet of said Section 21, a distance of 75.63 feet to the point of beginning.

Be it further resolved that any person having an interest in said matter is invited to appear in person or be represented by counsel to be heard on this matter.

Dated this 21st day of January, 2014.

/s/ Denis Anderson

MAYOR PRO TEMPORE

/s/ Kevin Halliday

Attest: CITY CLERK

Item No. 3 The committee was informed that the Holiday Inn Express was holding an open house the evening of January 16<sup>th</sup>, and that members were invited to attend and view the results of the first phase of the Torgerson Legacy Project. This was for information only.

Item No. 4 The committee was updated as to discussions between the Airport Commission and Life Link regarding lease space in the FBO hangar at the Willmar Municipal Airport. This was for information only.

The Community Development Committee Report for January 16, 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.

Planning and Development Director Peterson presented a zoning ordinance text amendment to allow Brewer Taprooms as a permitted use in the Central and General Business Districts. Council Member Christianson offered a motion to introduce an Ordinance Amending Sections 6.J.3.c and 6.I.3.e allowing Brewer Taprooms and schedule a public hearing for 7:03 p.m., February 3, 2014. Council Member Fagerlie seconded the motion, which carried.

The Mayor Pro Tempore and Council considered the final plat for property owned by Gesch Properties LLC. Planning and Development Services Director Peterson explained that the property owners wished to subdivide the plat which is bisected by 5<sup>th</sup> Street SE into two parcels. The conditions of the preliminary plat approval have been met and the final plat approved by the Planning Commission. Council Member Christianson moved to approve the Gesch Acres Second Addition Final Plat with Council Member DeBlicke seconding the motion, which carried.

Under new business City Administrator Stevens commented on the impact the Jennie-O Turkey Store Project would have on the community. Comments were made that elected officials had no knowledge of the upcoming project and a policy should be implemented. Council Member Ahmann made a motion to form a negotiating team of the four Council Committee Chairpersons to discuss the Jennie-O Turkey Project. The motion was seconded by Council Member Christianson.

Kandiyohi County Economic Development Director Renquist informed the Council of a January 15, 2014 letter that was presented to the Community Development Committee at their January 16<sup>th</sup> meeting. He also stated that land buy down decisions need to be made by the Council. The motion and second to form a negotiating team was then withdrawn by Council Members Ahmann and Christianson respectively.

Council Member Christianson asked if in his absence Ward 2 Council Member Johnson can attend the Economic Development Annual Meeting. City Attorney Robert Scott opined "No."

Announcements for Council Committee meeting dates were as follows: Finance, January 27; Public Works/Safety, January 28; Labor Relations, January 29 and Community Development, January 30, 2014.

Council Member DeBlicek gave a brief update on the working groups of the Vision 2040 planning process.

There being no further business to come before the Council, the meeting adjourned at 9:23 p.m. upon motion by Council Member Christianson, seconded by Council Member Ahmann, and carried.

Attest:

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MAYOR PRO TEMPORE

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SECRETARY TO THE COUNCIL