

PUBLIC WORKS/SAFETY COMMITTEE REPORT 13-06
CITY OF WILLMAR
TUESDAY, APRIL 9, 2013

A meeting of the Public Works/Safety Committee was called to order at 4:45 p.m. on Tuesday, April 9, 2013, by Chairman Ron Christianson at the City Office Building. Members present were: Council Members Bruce DeBlieck, Audrey Nelsen and Steve Ahmann. Also present were: Mayor Frank Yanish, Council Members Tim Johnson and Jim Dokken; Charlene Stevens, City Administrator; Bruce Peterson, Planning and Development Services Director; Gary Hendrickson, Fire Chief; Jim Felt, Police Captain; Megan Sauer, Planner/Airport Manager; Pat Curry, Airport Commission; Harris Duininck, Airport Hangar Owner; Jared Voge, Bolton and Menk; David Little, "West Central Tribune" and Janell Sommers, Recording Secretary.

1. 2013 PROJECTS:

The committee reviewed a summary of the recent bids opened for five of the 2013 Improvement Projects. At this time the City Council is required to declare the costs to be assessed in accordance with the requirements of Chapter 429, State of Minnesota Statutes. A motion was made by Council Member DeBlieck, seconded by Council Member Nelsen and passed for the following

RECOMMENDATION:

Declare costs to be assessed and order the preparation of the assessment roll for the 2013 Street and Other Improvements. (Resolution)

The committee was informed that staff is in the process of preparing the assessable footage and amounts for each affected property. It is at this time the affected property owners are to be notified of their assessed amount and a hearing date set. A motion was made by Council Member Ahmann, seconded by Council Member Nelson and passed for the following

RECOMMENDATION:

Set an Assessment Hearing for May 6, 2013 at 7:02 p.m. (Resolution)

2. AIRPORT TENANT AND HANGAR REPORT (FOR INFORMATION ONLY):

Megan Sauer, City Planner/Airport Manager, came before the committee by request to provide a report on the current occupants/owners of the various hangars at the municipal airport. The City has 23 privately-owned hangars. Many of the tenants have remained the same since they were constructed except for three recent sales. The current rental rate for the City-owned

hangars is 15 cents per square foot with an increase to 16 cents projected in 2015. The list of tenant's names is attached. This item was for information only.

3. BNSF AGREEMENT AND EASEMENT FOR WILLMAR AVENUE CROSSING:

As part of the process to alter the Willmar Avenue SW railroad crossing location and create a quiet zone, an agreement and an easement with the railroad are required. The Planning Commission has approved the easement and an appraisal was completed indicating a \$12,500 value. BNSF is requesting \$15,000 which is slightly higher, but staff believes it is in the City's best interest to pay the requested amount in order to avoid delaying the project. Funding for the crossing is from the LOST program. After some discussion, a motion was made by Council Member Ahmann, seconded by Council Member Nelsen, and passed for the following

RECOMMENDATION:

Approve the agreement and easement with BNSF and authorize the Mayor and Administrator to execute the same. (Resolution)

4. POLICE DEPARTMENT REPORT (FOR INFORMATION ONLY):

Captain Felt briefed the committee and answered questions relating to the Police Department. The newest officer, Ben Hannenan, is nearing completion of his training and expected to be out on patrol some time in June. He announced the DARE graduation is scheduled for April 25, 2013. The question of parking enforcement on Saturdays was discussed and it was the consensus of the committee to discuss this matter after the parking study information is received.

5. FIRE DEPARTMENT REPORT (FOR INFORMATION ONLY):

Chief Hendrickson reported that there have been 61 fire calls for the first quarter of 2013 with \$272,500 in damages and no injuries to firefighters. There are currently 30 members to the department and they are in the process of hiring four more.

6. EXECUTE PETITION FOR THE TRANSFER OF PORTIONS OF DITCH 23A:

Kandiyohi County recently completed the redetermination of Ditch 23A. It is at this time the City may petition for transfer of the ditch and its public drainage system per Minnesota Statute 103E.812. The transfer of the drainage system within the City's corporate limits will provide for the management of storm waters by the City without obtaining permission from Kandiyohi County and other property owners outside the corporate limits. It is a requirement that at the time of transfer, the ditch is in good condition and not in need of repair. A motion was made by Council Member DeBlieck, seconded by Council Member Nelsen, and passed for the following

RECOMMENDATION:

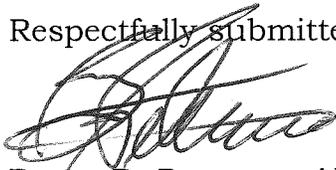
To authorize the Mayor and City Clerk to execute the petition for the transfer of the jurisdictional authority of County Ditch 23A and associated branches within the City limits as per MS 103E.812. (Resolution)

6. MISCELLANEOUS ITEMS (FOR INFORMATION ONLY):

The closing of the access to Robbins Island at the main entrance on Business 71-23 was discussed. The entrance has been barricaded to stop the off-road use of vehicles. Several areas in the park have received extensive damage.

There being no further business to come before the committee, the meeting adjourned at 5:46 p.m.

Respectfully submitted:



Bruce D. Peterson, AICP
Director of Planning & Development Services

Janell Sommers
Recording Secretary