

PUBLIC WORKS/SAFETY COMMITTEE REPORT 13-08
CITY OF WILLMAR
TUESDAY, MAY 14, 2013

A meeting of the Public Works/Safety Committee was called to order at 4:45 p.m. on Tuesday, May 14, 2013, by Chairman Ron Christianson at the City Office Building. Members present were: Council Members Audrey Nelsen, Bruce DeBlieck, and Steve Ahmann. Also present were: Bruce Peterson, Planning and Development Services Director; Dave Wyffels, Police Chief; Kevin Halliday, City Clerk; Josh Halvorson, Donohue and Associates; John Arnold, Arnold's of Willmar, Nick Davis, and David Little, "West Central Tribune."

1. CONSIDERATION OF ESTABLISHMENT OF AN ON-SALE BREWER TAPROOM LICENSE CATEGORY:

Staff presented a request to create a new category of liquor license for brewer tap rooms. Current City ordinance does not allow for this type of establishment and requires significant food sales. A tap room would not be required to meet the food requirement. Nick Davis, a local beer aficionado, spoke in support of the ordinance change, and saw it as an economic development effort. The Willmar Zoning Ordinance currently does not provide for brewer tap rooms in any zoning district. If the new license category is created, the Planning Commission will need to study the matter and amend the zoning ordinance. A motion was made by Council Member Ahmann, seconded by Council Member Nelsen, and passed for the following

RECOMMENDATION:

To direct the City Attorney, in consultation with the Police Chief, to draft an ordinance amendment to create licensing provisions for brewer tap rooms.

2. CONSIDERATION OF REQUEST FOR MUNICIPAL WATER SERVICE BY ARNOLD'S OF WILLMAR:

Staff presented a request by Arnold's of Willmar to allow the extension of municipal water service to their property outside the City limits for the purpose of providing water for a fire sprinkler system. John Arnold said the request was the best solution to the fire sprinkler requirement for their proposed expansion. Current policy does not provide for the extension of municipal utilities beyond the City limits. The committee discussed current policy and its relationship to the comprehensive plan urban growth boundary. Comments from the City Engineer and Willmar Municipal Utilities were requested. A motion was made by Council Member Nelsen, seconded by Council Member Ahmann and passed for the following

RECOMMENDATION:

That the Council give preliminary approval to the concept contingent upon City Engineer and Willmar Municipal Utilities support.

3. CONSIDERATION OF CHANGE ORDER NO. 1 TO THE WESTERN INTERCEPTOR CONTRACT:

The Council previously authorized Donohue and Associates to complete the design and contract amendment documents for the construction of the Airport LS Sewer to include Change Order No. 1 as an amendment to the contract with Geislinger & Sons, Inc. for the work. Contract quantities and pricing associated with the work amount to \$238,251.25. Donohue and staff recommend executing the change order to complete the construction. A motion was made by Council Member DeBlieck, seconded by Council Member Nelsen, and passed for the following

RECOMMENDATION:

Approve Change Order No. 1 to Project No. 1110 in the amount of \$238,251.25 and authorize the City Administrator to execute the document. (Resolution)

4. CONSIDER AMENDMENT NO. 2 TO DONOHUE CONTRACT FOR WESTERN INTERCEPTOR ENGINEERING SERVICES:

With the approval of Change Order No. 1 to the Western Interceptor Project No. 1110, construction services are needed to complete the work. The City currently is under contract with Donohue and Associates for the project. A contract amendment to provide the additional professional services was provided in the amount of \$23,620.00. A motion was made by Council Member Ahmann, seconded by Council Member DeBlieck, and passed for the following

RECOMMENDATION:

Approve the contract amendment with Donohue and Associates in the amount of \$23,620.00 and authorize the Mayor and City Administrator to execute the document. (Resolution)

5. **APPROVE PLANS AND SPECIFICATIONS AND ADVERTISEMENT FOR BIDS FOR THE ROBBINS ISLAND-TO-BRIDGE TRAIL PROJECT NO. 1304:**

Plans and specifications have been prepared by Bollig Inc. for the improvement of the trail from First Street to Robbins Island and approved by the Minnesota Department of Transportation. Staff is requesting approval and authorization to advertise for bids to be opened June 18, 2013. A motion was made by Council Member Ahmann, seconded by Council Member Nelsen and passed for the following

RECOMMENDATION:

Approve plans and specifications for Project No. 1304 and authorize advertisement for bids to be opened June 18, 2013. (Resolution)

6. **DISCUSSION OF PARKING ISSUES - WILLMAR AVENUE BUSINESSES/FACILITIES (FOR INFORMATION ONLY):**

The committee briefly discussed ongoing issues with parking in the areas of Willmar Avenue and 11th Street SE and Willmar Avenue and 4th Street SW. Both locations have busy institutions adjacent to residential neighborhoods. Police Chief Wyffels said no safety issues have been identified at those locations. Council Member Nelsen said that visibility is sometimes a problem, and asked if additional yellow curbing could be provided to keep vehicles back from the intersection.

7. **APPROVE PLANS AND SPECIFICATIONS AND ADVERTISEMENT FOR BIDS FOR PROJECT NO. 1302-A (WILLMAR AVENUE SW):**

The City Council has authorized the preparation of plans and specifications for improvements to Willmar Avenue SW between 22nd Avenue SW and CSAH 5. The improvements include a new railroad crossing to accommodate a quiet zone. A motion was made by Council Member Ahmann, seconded by Council Member Nelsen, and passed for the following

RECOMMENDATION:

Approve plans and specifications for Project No. 1302-A and authorize advertisement for bids to be opened June 18, 2013. (Resolution)

8. APPROVE PLANS AND SPECIFICATIONS AND ADVERTISEMENT FOR BIDS FOR PROJECT NO. 1302-B (4TH AVENUE SW):

The City Council has authorized the preparation of plans and specifications for construction of a new street and utilities in Industrial Park. As requested by Council, the project includes bid alternates for bituminous and concrete surfacing. A motion was made by Council Member Ahmann, seconded by Council Member DeBlieck, and passed for the following

RECOMMENDATION:

Approve plans and specifications for Project No. 1302-B and authorize advertisement for bids to be opened June 18, 2013. (Resolution)

9. NEW BUSINESS:

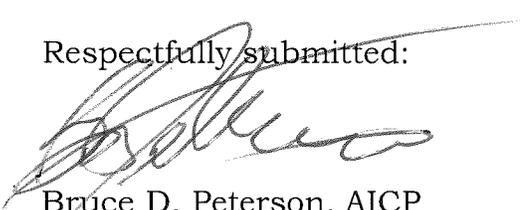
Police Chief Wyffels provided a brief report on police activities.

Council Member Ahmann requested that the Engineering Department review street conditions on 7th Avenue from Lakeland Drive to 19th Street SE. He also requested that the Finance Committee discuss the issue of assessment policies for HRA and other similar properties.

Council Member Christianson spoke of the need for the Council to reopen discussion on contracting for street sweeping.

There being no further business to come before the committee, the meeting adjourned at 6:20 p.m.

Respectfully submitted:



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