WILLMAR CITY COUNCIL MEETING

TUESDAY, FEBRUARY 21, 2023 @ 6:30 PM

BOARD ROOM HEALTH AND HUMAN SERVICES BUILDING

2200 – 23rd STREET NE, WILLMAR MINNESOTA

AGENDA

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Proposed Additions or Deletions to Agenda
5. Proclamation:
6. Consent Items

   Approve:

   A. City Council Minutes of February 6, 2023
   B. Willmar Municipal Utilities Commission Minutes, February 13, 2023
   C. Planning Commission Minutes, October 19th, 2022
   D. Planning Commission Minutes December 7th, 2022
   E. Accounts Payable Report, 02-02-23 Thru 02-13-23
   F. Wastewater Purchase/Replacement of Polaris Ranger
   G. Wastewater Purchase/Replacement of 1/2 Ton Pickup
   H. Wastewater UV Hydraulic Wipers Purchase
   I. Public Works Golf Cart Purchase
   J. Willmar Township Fire Agreement
   K. Planning Commission Board Member Approvals

   Information:

   L. Building Report January 2023
   M. Planning Commission Applicant -John Christianson
7. Approve Consent Agenda Items
8. Items Removed from Consent Agenda
9. Open Forum (Individuals Limited to Three (3) Minutes)
10. Public Hearing:

    A. Public Hearing for Potentially Dangerous Dog
11. Regular Business

    A. State of the City Address: Mayor Reese

B. Consider the hiring of Jose Pablo Obregon for the Director of Community Growth

C. 2023 Street Improvement Projects- Approve Plans & Specs to Advertise for Bids

D. I.S./Parks & Rec Audio/Visual Equipment Purchase

E. Hoting Annexation

F. Certification of Classification of Tax Forfeited Properties

G. Consider a Resolution for a Sound System at Orange Field

12. “Community Pride” Announcements

13. Closed Session

14. Adjourn

City of Willmar

City Council Action Request

Council Meeting Date:	February 21, 2023	Agenda Item Number:	6.A.
Agenda Section:	Consent Items	Originating Department:	City Clerk
Resolution:	No	Prepared By:	Judy Thompson, City Clerk
Ordinance:	No	Presented By:	Judy Thompson, City Clerk
Item:	City Council Minutes of February 6, 2023		

RECOMMENDED ACTION:
Approve as presented

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:
1. Council Minutes of 02-06-2023

WILLMAR CITY COUNCIL PROCEEDINGS
BOARD ROOM
HEALTH AND HUMAN SERVICES BUILDING
WILLMAR, MINNESOTA

February 6, 2023
6:30 p.m.

The regular meeting of the Willmar City Council was called to order by Mayor Douglas Reese. Members present on a roll call were Mayor Douglas Reese, Council Members Justin Ask, Audrey Nelsen, Vicki Davis, Carl Shuldes, and Thomas Butterfield. Present 6, Absent 3. Council Members Rick Fagerlie, Julie Asmus, and Michael O'Brien were excused from the meeting.

Also present were City Administrator Leslie Valiant, City Operations Director Kyle Box, Police Chief Jim Felt, Finance Director Steve Okins, Fire Chief Frank Hanson, Planning and Development Services Director Justice Walker, City Clerk Judy Thompson and City Attorney Robert Scott.

Additions/deletions to the agenda included: Mayor Reese asked that Item Q. Introduce Ordinance Amending the Charter of the City of Willmar be moved up on the agenda following the public hearing.

Council Member Ask moved to approve the agenda, as amended. Council Member Nelsen seconded the motion, which carried unanimously.

City Clerk Thompson reviewed the consent agenda.

Accounts Payable Report

A. City Council Minutes of January 23, 2023

B. Willmar Municipal Utilities Commission Minutes of January 23, 2023

C. **Resolution No. 2023-019 Premise Permit for Willmar Baseball Booster Association at Grizzly's Wood-Fired Grill & Bar.**

D. **Resolution No. 2023-020 Equitable Cost-Sharing for Publicly-Owned Nursing Facilities (ECPN)**

E. **Resolution No. 2023-021 Public Works Bucket Truck Purchase**

F. **Resolution No. 2023-022 Public Works One Ton Pickup Purchase**

G. CVB Board Minutes of December 20, 2022

Information:

H. Planning Commission Applicant - Yvon Fils-Aime

Council Member Ask offered a motion to approve the consent agenda. Council Member Davis seconded the motion, which carried on a roll call vote of Ayes 5, Noes 0.

There was no one present to speak during the Open Forum.

At 6:37 p.m., Mayor Reese opened the public hearing to amend Willmar Municipal Code, Chapter 3, Alcoholic Beverages. City Attorney Scott presented the pertinent information to the Mayor and Council.

There being no one present to speak for or against the proposed ordinance, Mayor Reese closed the public hearing at 6:40 p.m. and opened it up for discussion by the Council. Following discussion, Council Member Davis offered a motion to adopt, assign a number, and publish **Ordinance No. 1495, An Ordinance Amending Willmar Municipal Code, Chapter 3, Alcoholic Beverages.** Council Member Butterfield seconded the motion, which carried on a roll call vote of Ayes 5, Noes 0.

Charter Commission Vice Chair Richard Engan presented a request to introduce an ordinance amending City Charter Section 4.02 and set a public hearing for March 6, 2023.

Following discussion, Council Member Ask offered a motion to **introduce an Ordinance Amending the Charter of the City of Willmar** and set a public hearing for March 6, 2023. Council Member Nelsen seconded the motion, which carried unanimously.

Contracted City Engineer Jared Voge presented a request to direct staff regarding the parking lot options at Sunrise Park. Three options were presented for discussion and consideration.

Following discussion, consensus of the Council was most favorable for Option 3, with additional revisions to be brought back to Council when all members are present.

Contracted City Engineer Jared Voge presented a request to approve several items for the upcoming 2023 Street and Other Improvement Projects, and provided pertinent information on each item.

Following discussion, **Resolution No. 2023-023 Resolution Establishing Procedures Relating to Compliance with Reimbursement Bond Regulations Under the Internal Revenue Code** was introduced by Council Member Ask. Council Member Butterfield seconded the motion, which carried on a roll call vote of Ayes 5, Noes 0.

Resolution No. 2023-024 Preliminary 2023 Street Improvements Budget 2301-C Irene Avenue, Augusta Avenue, & Mary Avenue Improvements Estimated Total Cost $4,636,090 was introduced by Council Member Ask. Council Member Davis seconded the motion, which carried on a roll call vote of Ayes 5, Noes 0.

Resolution No. 2023-025 Preliminary 2023 Street Improvements Budget 2303 23rd Street Area Improvements Estimated Total Cost $1,536,377 was introduced by Council Member Ask. Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 5, Noes 0.

Resolution No. 2023-026 Preliminary 2023 Street Improvements Budget 2304 Sunrise Path & Parking Lot, & Block 22 Parking Lot Improvements Estimated Total Cost $830,750 was introduced by Council Member Ask. Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 5, Noes 0.

Resolution No. 2023-027 Preliminary 2023 Street Improvements Budget 2301-A Gorton Avenue NW Improvements Estimated Total Cost $6,795,283 was introduced by Council Member Ask. Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 5, Noes 0.

Resolution No. 2023-028 Preliminary 2023 Street Improvements Budget 2301-B 13th Street, Grace Avenue, Rice Avenue Improvements Estimated Total Cost $7,155,484 was introduced by Council Member Ask. Council Member Shuldes seconded the motion, which carried on a roll call vote of Ayes 5, Noes 0.

Planning and Development Services Director Walker presented a request to authorize staff to formerly inform Hometown Fiber their proposal was selected to move forward on the broadband project. It was noted the committee received three proposals, and their recommendation is Hometown Fiber.

Following discussion, consensus of the Council was to approve staff's recommendation.

City Operations Director Box presented a request to enter into a purchase agreement with Musco Sport Lighting, LLC for lights at Swansson Fields complex. It was noted this is part of the 2023 Capital Improvement Plan.

Following discussion, **Resolution No. 2023-029 Approving the Purchase Agreement with Musco Sports Lighting, LLC for the Amount of $264,659 for Lights at the Swansson Fields Complex** was introduced by Council Member Shuldes. Council Member Butterfield seconded the motion, which carried on a roll call vote of Ayes 5, Noes 0.

Fire Chief Hanson presented a request to apply and accept, if awarded, FEMA "Assistance to Firefighters Grant" (AFG) for replacement mobile and portable radios. It was noted current radios are noncompliant and becoming obsolete.

Following discussion, **Resolution No. 2023-030 Authorization to Apply and Accept the FEMA – Assistance to Firefighters Grant** was introduced by Council Member Nelsen. Council Member Davis seconded the motion, which carried on a roll call vote of Ayes 5, Noes 0.

Fire Chief Hanson presented a request to apply and accept, if awarded, the Minnesota State Fire Marshal "Turnout Gear Washer/Extractor/Dryer" grant. It was noted the grant requires a 25 percent (25%) match that will be funded by Fire Department operations budget.

Following discussion, **Resolution No. 2023-031 Authorization to Apply and Accept the Minnesota State Fire Marshal Division Turnout Gear Washer/Extractor** was introduced by Council Member Shuldes. Council Member Davis seconded the motion, which carried on a roll call vote of Ayes 5, Noes 0.

Kandiyohi County and City of Willmar Economic Development (EDC) Executive Director Aaron Backman presented the Housing Market Analysis for Willmar report prepared by Viewpoint Consulting Group, Inc. He highlighted the growth projections for Willmar and the immediate need for additional housing of all types to meet these needs. This matter was received for information only.

Police Chief Felt presented a request to set a public hearing to be held on February 21, 2023, to consider objections to the proposed determination for a potentially dangerous dog, Paisley, owned by Susan Elaine Berge located at 605 2nd Street SW.

Council Member Nelsen offered a motion to approve staff's request. Council Member Butterfield seconded, the motion which carried unanimously.

City Administrator Valiant presented a request to schedule a Council Work Session on February 27, 2023. Following discussion, consensus of the Council was to send an "invite" to all Council members for a more favorable date due to several conflicts with attendance on February 27th.

At 8:05 p.m. upon motion by Council Member Ask and seconded by Council Member Nelsen, the Council entered into closed session pursuant to Statute 13D.05, Subd. 3(c) to consider offers or counteroffers for the sale of city-owned property.

At 8:34 p.m. Council returned to open session.

Council Member Ask offered a motion to adjourn the meeting, with Council Member Nelsen seconding the motion, which carried. The meeting adjourned at 8:34 p.m.

____
MAYOR

Attest:

____
SECRETARY TO THE COUNCIL

RESOLUTION NO. 2023-019

REQUESTING THAT THE MINNESOTA GAMBLING CONTROL BOARD APPROVE THE APPLICATION FOR A PREMISE PERMIT FOR THE WILLMAR BASEBALL BOOSTER ASSOCIATION

Motion By: Ask Second By: Davis

WHEREAS, the Willmar Baseball Booster Association has applied to the Minnesota Gambling Control Board to obtain a Premise Permit for a Gambling License at the Grizzly's Wood-Fired Grill & Bar, 2207 1st Street S, Willmar, Minnesota;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that the City approves of the Premise Permit for the Willmar Baseball Booster Association and respectfully requests that the State of Minnesota Gambling Control Board approve the Premise Permit to the Willmar Baseball Booster Association.

Dated this 6th day of February, 2023.

/s/ Douglas Reese
MAYOR

ATTEST:

/s/ Judy Thompson
CITY CLERK

RESOLUTION NO. 2023-020

CENTRACARE EQUITABLE COST-SHARING FOR PUBLICLY OWNED NURSING FACILITIES (ECPN)

Motion By: Ask Second By: Davis

BE IT RESOLVED by the City Council of the City of Willmar to authorize the ECPN payments by and between MN Department of Health, CentraCare Rice Care Center and the City of Willmar effective January 1, 2023.

Dated this 6th day of February 2023

/s/ Douglas Reese
MAYOR

Attest:

/s/ Judy Thompson
CITY CLERK

RESOLUTION NO. 2023-021

A RESOLUTION APPROVING THE PURCHASE OF A 2023 FORD F450 BUCKET TRUCK IN THE AMOUNT OF $147,677.

Motion By: Ask Second By: Davis

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, the purchase of a 2023 Ford F450 bucket truck is accepted through Sourcewell Contract No. 062320-ALT, and be it further resolved 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 $147,677

Dated this 6th day of February, 2023

/s/ Douglas Reese
Mayor

Attest:

/s/ Judy Thompson
City Clerk

RESOLUTION NO. 2023-022

A RESOLUTION APPROVING THE PURCHASE OF A 2023 CHEVROLET SILVERADO 2500 TRUCK IN THE AMOUNT OF $57,190.

Motion By: Ask Second By: Davis

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, the purchase of a 2023 Chevrolet Silverado 2500 truck is accepted from Schwieters Chevrolet of Willmar, and be it further resolved 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 $57,190.

Dated this 6th day of February, 2023

/s/ Douglas Reese
Mayor

Attest:

/s/ Judy Thompson
City Clerk

RESOLUTION NO. 2023-023

RESOLUTION ESTABLISHING PROCEDURES RELATING TO COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE

Motion By: Ask Second By: Butterfield

BE IT RESOLVED, by the City Council (the "Council") of the City of Willmar, Minnesota (the "City"), as follows:

1. Recitals.

A. The Internal Revenue Service has issued Treasury Regulations, Section 1.150-2 (as the same may be amended or supplemented, the "Regulations"), dealing with "reimbursement bond" proceeds, being proceeds of the City's bonds used to reimburse the City for any project expenditure paid by the City prior to the time of the issuance of those bonds.

B. The Regulations generally require that the City make a declaration of intent to reimburse itself for such prior expenditures out of the proceeds of subsequently issued bonds, that such declaration be made not later than 60 days after the expenditure is actually paid, and that the bonding occur and the written reimbursement allocation be made from the proceeds of such bonds within 18 months after the later of (1) the date of payment of the expenditure or (2) the date the project is placed in service (but in no event more than 3 years after actual payment).

C. The City heretofore implemented procedures for compliance with the predecessor versions of the Regulations and desires to amend and supplement those procedures to ensure compliance with the Regulations.

D. The City's bond counsel has advised the City that the Regulations do not apply, and hence the provisions of this Resolution are intended to have no application, to payments of City project costs first made by the City out of the proceeds of bonds issued prior to the date of such payments.

2. Official Intent Declaration. The Regulations, in the situations in which they apply, require the City to have declared an official intent (the "Declaration") to reimburse itself for previously paid project expenditures out of the proceeds of subsequently issued bonds. The Council hereby authorizes the City Clerk to make the City's Declarations or to delegate from time to time that responsibility to other appropriate City employees. Each Declaration shall comply with the requirements of the Regulations, including without limitation the following:

A. Each Declaration shall be made not later than 60 days after payment of the applicable project cost and shall state that the City reasonably expects to reimburse itself for the expenditure out of the proceeds of a bond issue or similar borrowing. Each Declaration may be made substantially in the form of the Exhibit A, which is attached to and made a part of this Resolution, or in any other format which may at the time comply with the Regulations.

B. Each Declaration shall (1) contain a reasonably accurate description of the "project," as defined in the Regulations (which may include the property or program to be financed, as applicable), to which the expenditure relates and (2) state the maximum principal amount of bonding expected to be issued for that project.

C. Care shall be taken so that the City, or its authorized representatives under this Resolution, not make Declarations in cases where the City doesn't reasonably expect to issue reimbursement bonds to finance the subject project costs, and the City officials are hereby authorized to consult with bond counsel to the City concerning the requirements of the Regulations and their application in particular circumstances.

D. The Council shall be advised from time to time on the desirability and timing of the issuance of reimbursement bonds relating to project expenditures for which the City has made Declarations.

3. Reimbursement Allocations. The designated City officials shall also be responsible for making the "reimbursement allocations" described in the Regulations, being generally written allocations that evidence the City's use of the applicable bond proceeds to reimburse the original expenditures.

4. Effect. This Resolution shall amend and supplement all prior resolutions and/or procedures adopted by the City for compliance with the Regulations (or their predecessor versions), and, henceforth, in the event of any inconsistency, the provisions of this Resolution shall apply and govern.

Adopted this 6th day of February, 2023, by the Willmar City Council

/s/ Douglas Reese
MAYOR

Attest:

/s/ Judy Thompson
CITY CLERK

EXHIBIT A

DECLARATION OF OFFICIAL INTENT

The undersigned, being the duly appointed and acting City Clerk of the City of Willmar, Minnesota (the "City"), pursuant to and for purposes of compliance with Treasury Regulations Section 1.150-2 (the "Regulations"), under the Internal Revenue Code of 1986, as amended, hereby states and certifies as follows:

1. The undersigned has been and is on the date hereof duly authorized by the Willmar City Council to make and execute this Declaration of Official Intent (the "Declaration") for and on behalf of the City.

2. This Declaration relates to the following project, property or program (the "Project") and the costs thereof to be financed: 2023 Street Improvements Bond.

3. The City reasonably expects to reimburse itself for the payment of certain costs of the Project out of the proceeds of a bond issue or similar borrowing (the "Bonds") to be issued by the City after the date of payment of such costs. As of the date hereof, the City reasonably expects that $20,953,983.37 is the maximum principal amount of the Bonds, which will be issued to finance the Project.

4. Each expenditure to be reimbursed from the Bonds is or will be a capital expenditure or a cost of issuance, or any of the other types of expenditures described in Section 1.150-2(d)(3) of the Regulations.

5. As of the Date thereof, the statements and expectations contained in this Declaration are believed to be reasonable and accurate.

Dated: February 6, 2023

/s/ Judy Thompson
Judy Thompson
City Clerk
City of Willmar, Minnesota

CERTIFICATION

The undersigned, being the duly qualified and acting City Clerk of the City of Willmar, Minnesota, hereby certifies the following:

The foregoing is true and correct copy of a Resolution on file and of official, publicly available record in the offices of the City, which Resolution relates to procedures of the City for compliance with certain IRS Regulations on reimbursement bonds. Said Resolution was duly adopted by the governing body of the City (the "Council") at a regular meeting of the Council held on February 6, 2023. Said meeting was duly called, regularly held, open to the public, and held at the place at which meetings of the Council are regularly held. Council Member Ask moved the adoption of the Resolution, which motion was seconded by Council Member Butterfield. A vote being taken on the motion, the following members of the Council voted in favor of the motion to adopt the Resolution: Council Members Justin Ask, Audrey Nelsen, Vicki Davis, Carl Shuldes, and Thomas Butterfield

and the following voted against the same: None

Whereupon said Resolution was declared duly passed and adopted. The Resolution is in full force and effect, and no action has been taken by the Council, which would in any way alter or amend the Resolution.

WITNESS MY HAND officially as the City Clerk of the City of Willmar, Minnesota, this 6th day of February, 2023.

/s/ Judy Thompson
City Clerk
City of Willmar, Minnesota

RESOLUTION NO. 2023-024
PROJECT NO. 2301-C PRELIMINARY BUDGET
TOTAL COST $4,636,090
*Budget Amounts are Essential

Motion By: Ask Second By: Davis

Code	
PERSONNEL SERVICES	
10* Salaries Reg. Employees	
11* Overtime Reg. Employees	
12* Salaries Temp. Employees	
13* Employer Pension Contr.	
14* Employer Ins. Contr.	
TOTAL	**$0.00**
SUPPLIES	
20* Office Supplies	
21* Small Tools	
22* Motor Fuels & Lubricants	
23* Postage	
24 Mtce. of Equipment	
25 Mtce. of Structures	
26 Mtce. of Other Improvements	
27 Subsistenance of Persons	
28 Cleaning & Waste Removal	
29* General Supplies	
TOTAL	**$0.00**
OTHER SERVICES	
33* Travel-Conf.-Schools	
34 Mtce. of Equipment	
35 Mtce. of Structures	
36* Mtce. of Other Impr.	$3,679,428
37 Subsistence of Persons	
38 Cleaning & Waste Removal	
39* Other Services	$183,980
TOTAL	**$3,863,408**
OTHER CHARGES	
46* Prof. Serv.	$772,682
48 Admin OH (Transfer)	

RECEIVABLES	
Assessments Prop Owners	$928,569
Community Investment/Levy	$1,752,230
MSA	$0
MUC	$919,586
WTP	$1,002,855
LOST	$32,850
TOTAL	**$4,636,090**

FINANCING	
GENERAL	$2,680,799
LOST	$32,850
MSA	$0
WTP	$1,002,855
MUC	$919,586
TOTAL	**$4,636,090**
GRAND TOTAL	**$4,636,090**

Dated this 6th day of February, 2023

/s/ Douglas Reese
Mayor

Attest:

/s/ Judy Thompson
City Clerk

TOTAL	**$772,682**
GRAND TOTAL	**$4,636,090**

RESOLUTION NO. 2023-025
PROJECT NO. 2303 PRELIMINARY BUDGET
TOTAL COST $1,536,377
*Budget Amounts are Essential

Motion By: Ask Second By: Nelsen

Code

PERSONNEL SERVICES	
10* Salaries Reg. Employees	
11* Overtime Reg. Employees	
12* Salaries Temp. Employees	
13* Employer Pension Contr.	
14* Employer Ins. Contr.	
TOTAL	**$0.00**

SUPPLIES	
20* Office Supplies	
21* Small Tools	
22* Motor Fuels & Lubricants	
23* Postage	
24 Mtce. of Equipment	
25 Mtce. of Structures	
26 Mtce. of Other Improvements	
27 Subsistenance of Persons	
28 Cleaning & Waste Removal	
29* General Supplies	
TOTAL	**$0.00**

OTHER SERVICES	
33* Travel-Conf.-Schools	
34 Mtce. of Equipment	
35 Mtce. of Structures	
36* Mtce. of Other Impr.	$1,219,344
37 Subsistence of Persons	
38 Cleaning & Waste Removal	
39* Other Services	$60,970
TOTAL	**$1,280,314**

OTHER CHARGES	
46* Prof. Serv.	$256,063
48 Admin OH (Transfer)	
TOTAL	**$256,063**
GRAND TOTAL	**$1,536,377**

RECEIVABLES	
Assessments Prop Owners	$1,434,000
Community Investment/Levy	$102,377
MSA	$0
MUC	$0
WTP	$0
LOST	$0
TOTAL	**$1,536,377**

FINANCING	
GENERAL	$1,536,377
LOST	$0
MSA	$0
WTP	$0
MUC	$0
TOTAL	**$1,536,377**
GRAND TOTAL	**$1,536,377**

Dated this 6th day of February, 2023

/s/ Douglas Reese
Mayor

Attest:

/s/ Judy Thompson
City Clerk

RESOLUTION NO. 2023-026
PROJECT NO. 2304 PRELIMINARY BUDGET
TOTAL COST $830,750
*Budget Amounts are Essential

Motion By: Ask Second By: Nelsen

Code	
PERSONNEL SERVICES	
10* Salaries Reg. Employees	
11* Overtime Reg. Employees	
12* Salaries Temp. Employees	
13* Employer Pension Contr.	
14* Employer Ins. Contr.	
TOTAL	**$0.00**
SUPPLIES	
20* Office Supplies	
21* Small Tools	
22* Motor Fuels & Lubricants	
23* Postage	
24 Mtce. of Equipment	
25 Mtce. of Structures	
26 Mtce. of Other Improvements	
27 Subsistenance of Persons	
28 Cleaning & Waste Removal	
29* General Supplies	
TOTAL	**$0.00**
OTHER SERVICES	
33* Travel-Conf.-Schools	
34 Mtce. of Equipment	
35 Mtce. of Structures	
36* Mtce. of Other Impr.	$659,322
37 Subsistence of Persons	
38 Cleaning & Waste Removal	
39* Other Services	$32,970
TOTAL	**$692,292**
OTHER CHARGES	
46* Prof. Serv.	$138,458
48 Admin OH (Transfer)	
TOTAL	**$138,458**
GRAND TOTAL	**$830,750**

RECEIVABLES	
Assessments Prop Owners	$0
Community Investment/Levy	$830,750
MSA	$0
MUC	$0
WTP	$0
LOST	$0
TOTAL	**$830,750**
FINANCING	
GENERAL	$830,750
LOST	$0
MSA	$0
WTP	$0
MUC	$0
TOTAL	**$830,750**
GRAND TOTAL	**$830,750**

Dated this 6th day of February, 2023

/s/ Douglas Reese
Mayor

Attest:

/s/ Judy Thompson
City Clerk

RESOLUTION NO. 2023-027
PROJECT NO. 2301-A PRELIMINARY BUDGET
TOTAL COST $6,795,283
*Budget Amounts are Essential

Motion By: Ask Second By: Nelsen

Code

PERSONNEL SERVICES		**RECEIVABLES**	
10* Salaries Reg. Employees		Assessments Prop Owners	$843,736
11* Overtime Reg. Employees		Community Investment	$2,824,085
12* Salaries Temp. Employees		MSA	$1,400,000
13* Employer Pension Contr.		MUC	$1,041,015
14* Employer Ins. Contr.		WTP	$523,647
TOTAL	**$0.00**	LOST	$162,800
		TOTAL	**$6,795,283**

SUPPLIES		**FINANCING**	
20* Office Supplies			
21* Small Tools		GENERAL	$3,667,821
22* Motor Fuels & Lubricants		LOST	$162,800
23* Postage		MSA	$1,400,000
24 Mtce. of Equipment		WTP	$523,647
25 Mtce. of Structures		MUC	$1,041,015
26 Mtce. of Other Improvements			
27 Subsistenance of Persons		**TOTAL**	**$6,795,283**
28 Cleaning & Waste Removal			
29* General Supplies		**GRAND TOTAL**	**$6,795,283**
TOTAL	**$0.00**		

Dated this 6th day of February, 2023

OTHER SERVICES	
33* Travel-Conf.-Schools	
34 Mtce. of Equipment	
35 Mtce. of Structures	
36* Mtce. of Other Impr.	$5,393,077
37 Subsistence of Persons	
38 Cleaning & Waste Removal	
39* Other Services	$269,659
TOTAL	**$5,662,736**

OTHER CHARGES	
46* Prof. Serv.	$1,132,547
48 Admin OH (Transfer)	
TOTAL	**$1,132,547**
GRAND TOTAL	**$6,795,283**

/s/ Douglas Reese
Mayor

Attest:

/s/ Judy Thompson
City Clerk

RESOLUTION NO. 2303-028
PROJECT NO. 2301-B PRELIMINARY BUDGET
TOTAL COST $7,155,484
*Budget Amounts are Essential

Motion By: Ask Second By: Shuldes

Code

PERSONNEL SERVICES	
10* Salaries Reg. Employees	
11* Overtime Reg. Employees	
12* Salaries Temp. Employees	
13* Employer Pension Contr.	
14* Employer Ins. Contr.	
TOTAL	**$0.00**

SUPPLIES	
20* Office Supplies	
21* Small Tools	
22* Motor Fuels & Lubricants	
23* Postage	
24 Mtce. of Equipment	
25 Mtce. of Structures	
26 Mtce. of Other Improvements	
27 Subsistenance of Persons	
28 Cleaning & Waste Removal	
29* General Supplies	
TOTAL	**$0.00**

OTHER SERVICES	
33* Travel-Conf.-Schools	
34 Mtce. of Equipment	
35 Mtce. of Structures	
36* Mtce. of Other Impr.	$5,678,953
37 Subsistence of Persons	
38 Cleaning & Waste Removal	
39* Other Services	$283,950
TOTAL	**$5,962,903**

OTHER CHARGES	
46* Prof. Serv.	$1,192,581
48 Admin OH (Transfer)	
TOTAL	**$1,192,581**
GRAND TOTAL	**$7,155,484**

RECEIVABLES	
Assessments Prop Owners	$1,275,555
Community Investment/Levy	$3,428,687
MSA	$0
MUC	$1,150,513
WTP	$1,162,968
LOST	$137,761
TOTAL	**$7,155,484**

FINANCING	
GENERAL	$4,704,242
LOST	$137,761
MSA	$0
WTP	$1,162,968
MUC	$1,150,513
TOTAL	**$7,155,484**

GRAND TOTAL **$7,155,484**

Dated this 6th day of February, 2023

/s/ Douglas Reese
Mayor

Attest:

/s/ Judy Thompson
City Clerk

RESOLUTION NO. 2023-029

A RESOLUTION APPROVING THE PURCHASE AGREEMENT WITH MUSCO SPORTS LIGHTING, LLC FOR THE AMOUNT OF $264,659 FOR LIGHTS AT THE SWANSSON FIELDS COMPLEX.

Motion By: Shuldes Second By: Butterfield

BE IT RESOLVED by the City Council of the City of Willmar, to approve the purchase of Musco Sports Lighting, LLC for the amount of $264,659 for lights at the Swansson Fields Complex.

Dated this 6th day of February 2023

/s/ Douglas Reese
Mayor

Attest:

/s/ Judy Thompson
City Clerk

RESOLUTION NO. 2023-030

AUTHORIZATION TO APPLY AND ACCEPT THE FEMA – ASSISTANCE TO FIREFIGHTERS GRANT

Motion By: Nelsen Second By: Davis

BE IT RESOLVED, by the City Council of the City of Willmar to support the submittal of an application on behalf of the Willmar Fire Department for, and the acceptance of, a grant from FEMA (AFG) in the amount of approximately $275,000. The grant will be used for replacement radios and miscellaneous communications equipment.

Dated this 6th day of February, 2023.

/s/ Douglas Reese
MAYOR

ATTEST:

/s/ Judy Thompson
CITY CLERK

RESOLUTION NO. 2023-031

AUTHORIZATION TO APPLY AND ACCEPT THE MINNESOTA STATE FIRE MARSHAL DIVISION TURNOUT GEAR WASHER/EXTRACTOR

Motion By: Shuldes Second By: Davis

BE IT RESOLVED, by the City Council of the City of Willmar to support the submittal of an application on behalf of the Willmar Fire Department for, and the acceptance of, a grant from the Minnesota State Fire Marshal Division for a turnout gear washer/extractor. The grant will be used to purchase a new turnout gear washer/extractor.

Dated this 6th day of February, 2023

/s/ Douglas Reese
MAYOR

ATTEST:

/s/ Judy Thompson
CITY CLERK

City of Willmar

City Council Action Request

Council Meeting Date:	February 21, 2023	**Agenda Item Number:**	6.B.
Agenda Section:	Consent Items	**Originating Department:**	Administration
Resolution:	No	**Prepared By:**	Judy Thompson, City Clerk
Ordinance:	No	**Presented By:**	Judy Thompson, City Clerk
Item:	Willmar Municipal Utilities Commission Minutes, February 13, 2023		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. 23.02.13 MUC Meeting Minutes

WILLMAR MUNICIPAL UTILITIES COMMISSION
MEETING MINUTES – FEBRUARY 13, 2023
11:45 AM – WMU AUDITORIUM

The Municipal Utilities Commission (MUC) met in its regular scheduled meeting on Monday, February 13, 2023, at 11:45 am in the WMU Auditorium with the following Commissioners present: Bruce DeBlieck, Shawn Mueske, Dave Baumgart, Carol Laumer, Patricia Elizondo, and Terrill Sieck. Absent was Commissioner John Kennedy.

Others present at the meeting were: General Manager John Harren, Director of Administration Janell Johnson, Finance & Office Services Supervisor Andrea Prekker, IS Coordinator Mike Sangren, Executive Secretary Beth Mattheisen, Facilities & Maintenance Supervisor Kevin Marti, City Attorney Robert Scott (via teleconference), and WC Tribune Journalist Jennifer Kotila.

The meeting opened by reciting the Pledge of Allegiance followed by Commission President DeBlieck welcoming newly appointed Commissioners Patricia Elizondo and Terrill Sieck. Both Elizondo and Sieck shared with the Commission brief background summaries of themselves. Commissioner DeBlieck next inquired if each would be willing to serve as committee members (WMU Labor and Planning Committees). Following their acceptance, Commissioner DeBlieck appointed Commissioner Elizondo to serve on the Labor Committee, and Commissioner Sieck to serve on the Planning Committee. We appreciate Commissioners Elizondo's and Sieck's willingness to serve and look forward to their involvement as valued members of the Willmar Municipal Utilities Commission.

Commissioner DeBlieck continued by asking if any revisions were needed to the presented agenda. There being none, a resolution was requested to approve the consent agenda. Following review and discussion, Commissioner Mueske offered a resolution to approve the consent agenda as presented. Commissioner Laumer seconded.

RESOLUTION NO. 4

"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 January 23, 2023, Commission meeting; and,
- ❖ Bills represented by vouchers No. 20230131 to No. 20230221 and associated wire transfers inclusive in the amount of $2,408,600.42.

Dated this 13th day of February, 2023.

____
President

Attest:

____
Secretary

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

Finance & Office Services Supervisor Prekker reviewed with the Commission the December 2022 Financial Reports along with a recap of the December 31, 2022 Investment Portfolio, and December 2022 Cost of Power Report. The data presented included analyses of the Electric, Water, and Combined Divisions. Information contained in the reports reflects operating revenues & expenses, operating income, and retained earnings. Graphs depicting the 2022/2023 monthly year-to-date revenues, expenses, and retained earnings were also included with the financial data.

Facilities & Maintenance Supervisor Marti presented the Commission with the January 2023 Wind Turbine Report. Turbine availability for the month of January was at 99.3% for Unit #3 with Unit #4 (south tower) currently being inoperative due to a blade pitch failure. The monthly production total for Unit #3 was 229,638 KWh. Maintenance staff continue to work on the repairs while delivery of the essential materials continues to be a challenge.

General Manager Harren informed the Commission that a 2023 fee/charge waiver request had been received for the "Celebrate the Light of the World" community event. These charges would for the tear down (January) and set-up (November) for the holiday event. The estimated cost including equipment and labor is $3,887. Following review, Commissioner Mueske offered a resolution to approve the fee waiver for charges associated with the tear down and set-up of the "Celebrate the Light of the World" community event for 2023 up to $3,887. Commissioner Baumgart seconded.

RESOLUTION NO. 5

"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the fee/charge waiver request for the "Celebrate the Light of the World" for 2023 be approved in an amount not to exceed $3,887.00."

Dated this 13th day of February, 2023.

____
President

Attest:

____
Secretary

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

City Attorney Scott presented the annual "*Commissioner 101*" data training and review. This information is presented to the governing board annually as a "refresher" to assist in promoting understanding of roles/responsibilities, address potential board conflicts, clarify member's expectations, and to assist in providing guidance and directive to meet the goals and expectations of the Commission and Utility. To ensure that all Commissioners are kept well-informed, Attorney Scott reviewed the information which is also available via the Utility-provided iPads. The 2023 topics highlighted for review included: 1) Commissioner Role & Duties; 2) Open Meeting Law; 3) Government Records & Data; and, 4) Conflict of Interest.

General Manager Harren informed the Commission that an inquiry had been received from the owners of the SunRay Water System. The question posed was if there was any interest by WMU to acquire the SunRay Water System. Staff will compile data for further discussion at an upcoming Planning Committee meeting. This was for information only.

Commissioners DeBlieck & Laumer and General Manager Harren provided a recap of their recent attendance at the 2023 MMUA Legislative Conference held on January 24-25. In conjunction with the annual conference, meetings with area legislators (Rep. Dave Baker and Sen. Andrew Lang) were held to further discuss issues directly affecting WMU. Among key legislative issues and talking points discussed during the conference were: clean energy bill for carbon-free electricity by 2040 and its impact on utilities and customers; IIJA/IRA funding opportunities (i.e. grants, subsidies, tax incentives); grant writing assistance; and, bridging areas of interest between municipals and cooperatives (common concerns and efforts). All expressed their appreciation to the Commission for allowing their attendance at this valuable and informative conference and encouraged others to attend in the future.

General Manager Harren provided two weekly updates provided by Jacobson Law Group on their continued legislative efforts to secure financial assistance for the NE Water Treatment Plant Project (January 27th and February 3rd). Harren further reminded the Commission that due to the upcoming APPA National Legislative Conference, the next regular MUC meeting will be held on Friday, February 24th at 11:45 am.

For information: Upcoming events to note in 2023 include:

- APPA Legislative Conference: February 27 through March 1 (Washington DC)
- MRES Annual Meeting: May 10-11 (Sioux Falls, SD)
- MMUA Summer Conference: August 21-23 (Duluth)

There being no further business to come before the Commission, Commissioner Mueske offered a motion to adjourn. Commissioner Baumgart seconded the motion which carried by a vote of six ayes and zero nays, and the meeting was adjourned at 1:10 pm.

Respectfully Submitted,

WILLMAR MUNICPAL UTILITIES

____
Beth Mattheisen
Executive Secretary

ATTEST:

____
Dave Baumgart, Secretary

City of Willmar

City Council Action Request

Council Meeting Date:	February 21, 2023	**Agenda Item Number:**	6.C.
Agenda Section:	Consent Items	**Originating Department:**	Planning and Development
Resolution:	No	**Prepared By:**	
Ordinance:	No	**Presented By:**	
Item:	Planning Commission Minutes, October 19th, 2022		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. October 19th Minutes

WILLMAR PLANNING COMMISSION
WEDNESDAY, OCTOBER 19nd, 2022
333 6TH STREET SW, CONFERENCE ROOM 1
MINUTES

1. The Willmar Planning Commission met on Wednesday, October 19nd, 2022 at 6:30pm at the City Hall

   Member Present: Jonathan Marchand Chair, Jeff Kimpling Vice Chair, Stacy Holwerda, Steve Dresler, Kelsey Vosika.

   Members Absent: Jasmine Miller, Stephanie Carlson, Cletus Frank.

   Others Present: Director Justice Walker, Jennifer Kotila, Matt Runke, and Marcus Johannes

2. Jonathan Marchand starts with the review of minutes from the September 7nd and 21st.

   Commissioner Kipling made the motion to approve with a correction addition of some missing information on the last page of the minutes from the 7th. Commissioner Dresler seconded.

   Chair call for vote, everybody voted to approve the minutes.

3. **SLIM CHICKEN PLAN REVIEW:**

   Director Walker presents the project. Slim Chicken is requesting a plan review for proposed drive thru restaurant located at 1605 First Street. Director Walker presented the Commission with Slim Chicken's answers to their proposed questions. He also provided the joint parking agreement provided by Slim Chicken. Director Walker stated the minimum of the requirements, and confirmed that they had been met and recommended the project for approval. Director Walker turned the meeting back over to Chair Marchand. Chair Marchand asked if the Commissioners if they had any more questions, and he offered the applicant the opportunity to clarify or make any additional points.

   Marcus Johanna asked the Commission if they still wanted menus. Director Walker confirmed that he had received the menus and could distribute them to the commissioners if necessary.

   Commissioner Kipling asked if the vote was for the plan review approval. Director Walker confirmed that the vote was for approval of the project.

Director Walker addressed some concerns about utilities, and said these are aspects of development that get handled after conceptual approval, and that this is not out of the norm.

Commissioner Frank asked if they would be required to have an easement on the water line tie in on the mall property which is private property. Commissioner Frank noted that this was a comment of WMU. Commissioner Dresler stated that this was a concern of his as well. Commissioner Frank asked for clarification on the easement, and asked for an update concerning the easement from the utilities. Commissioner Frank continued to express his concern on the easement between two private parcels concerning the water main. Commissioner Frank and Commissioner Dresler continued discussing the issue of water mains and ownership. Director Walker asked the applicant if they had any objections to the easements. They did not. Commissioners Dresler, Frank, and Kipling continued to discuss the easement issue that could happen if the mall continues to outparcel lots for development.

And they have a joint parking agreement for another 37 slots that is contiguous with their lot for a total of 69 stalls. So we have a declaration of easements. This shows the 37 parking spaces that are adjacent to it. There are contiguous to their lot and they have a joint parking agreement that satisfies the parking requirement of 37 is up 2937 parking stalls for a total of 29 however many are required to have enough. Other comments was exposed as the agenda shows. Director Walker says that just with all the conditions and others there were so detailed and usable plan so he'll get the new civil plan to Chief Hanson just kind of regarding the water main and then he'll send over the plans to Alan just continues usually concerned about the water stuff, but all those are conversations with utilities conversations with engineering on the vote of building official those things happen after things are approved. He doesn't think those deem any significant deviations from the plan submitted that would require recent middle to the planning commission so it's just pretty standard. Director Walker says an easement will be probably needs.

Commissioner Dresler motions to approve with the comments and conditions set forth by staff and the commission. Commissioner Kipling seconds. Commissioner Kipling aye, Commissioner Vosika aye, Commissioner Holwerda aye, Commissioner Dresler aye, Chair Marchand aye. Motion passed.

4. **<u>STADIUM VIEW SUBDIVISION</u>:**
Director Walker presents the project. The proposed subdivision is on a County road, so it will be a major subdivision that needs the review of the Planning Commission and the Council. Director Walker stated that he has started the distribution process amongst the necessary staff members for review. He also stated that the buildings were already constructed.

Commissioner Kipling asked for clarification on ownership of 22nd St. Director Walker stated that the road was owned by the County.

Director Walker also asked the Commission how they felt about outlots being counted as lots when subdivided. Technically the City Code requires any subdivision with more than four lots to be a major subdivision. Since this subdivision is four lots and an outlot, Director Walker was looking for direction from the Commission. Commissioner Dresler asked for the definition of an outlot. Director Walker stated that traditionally outlots are not buildable, so staff does not count them. Matt Runke stated that outlots are used for easements, drainage ponds, roadways, and other uses not intended for construction.

Commissioner Frank asked about the plans for the subdivided lots. Mr. Runke stated that the County intended to sell the buildings, and the lots but he was unaware of anything more specific. Commissioner Frank asked if there will be recorded access on the easement on outlot A to service all lots. Mr. Runke stated that the ownership structure of Outlot A does provide for access for each parcel when they are bought. This was done to maintain the flow and allow access to the docks to accommodate the truck in the future. This has always been the traffic flow of this lot.

Commissioner Frank then asked if any thought was put to the maintenance of Outlot A as an access road. Commissioner asked if there would be a written agreement to govern Outlot A. Mr. Runke stated that the plan was for quarter ownership, and they have not decided if there would be a formal agreement.

Commissioner Dresler had a question about if the land was owned by the County. Director Walker stated that it was owned by the County, and that the road was also owned by the County. Commissioner Dresler then stated that if an outlot is not increasing the intensity of the use then it shouldn't be counted as the other lots. Commissioner Frank recalled the time that outlots should be weighed individually since they can sometimes be developed later in the process. Director Walker agreed that it can be weighed on a case by case basis.

Director Walker stated that Outlot A was clearly an access road, so it is just an outlot. He also outlined the remaining steps in the procedure. The Commissioners were receptive that they would simultaneously approve the preliminary and final plat when presented if all concerns were met.

Mr. Runke wanted the additional comments, so he could prep the final plat for the next meeting. Director Walker stated that he could do that. Commissioner Frank asked that Mr. Runke address the Outlot A maintenance agreement with the County's intention as well.

5. MISCELLANY

Director Walker asks the Commission how they feel about knocking down an existing house to build a parking lot. Staff and the Commission discussed the surrounding zoning to decide if replacing the house with the parking lot made sense.

6. ADJOURN

Motion to adjourn at 7:12 by Chair Marchand. Seconded by Commissioner Frank.

Minutes presented by Planning Director Justice Walker

City of Willmar

City Council Action Request

Council Meeting Date:	February 21, 2023	**Agenda Item Number:**	6.D.
Agenda Section:	Consent Items	**Originating Department:**	Planning and Development
Resolution:	No	**Prepared By:**	
Ordinance:	No	**Presented By:**	
Item:	Planning Commission Minutes December 7th, 2022		

RECOMMENDED ACTION:
Approve December 7, 2022 Planning Commission Minutes

OVERVIEW:
Attached is a listing of the Planning Commission meetings where no business was conducted due to lack of quorum or weather-related cancellations.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:
1. 12.7 Minutes
2. Planning Commission cancelled meeting dates

WILLMAR PLANNING COMMISSION
WEDNESDAY, DECEMBER 7nd, 2022
333 6TH STREET SW, CONFERENCE ROOM 1
MINUTES

1. The Willmar Planning Commission met on Wednesday, December 7nd, 2022 at 6:30pm at the City Hall

   Member Present: Jonathan Marchand Chair, Jeff Kimpling Vice Chair, Jasmine Miller, Stacy Holwerda, Cletus Frank, Steve Dresler, Kelsey Vosika and Stephanie Carlson.
   Members Absent: None.
   Others Present: Director Justice Walker, City Planner Guilherme Motta; Alyce, Henry, Earl and Tanya (Hoting); Jason Dowdy; Jeff Kipling, Andre Gimse; Fernando Cuno; and Jennifer Kotila.

2. Jonathan Marchand starts with the review of minutes from the November 2nd and the commission takes motion approved. The October 19th minute will be reviewed next meeting.

3. **STADIUM VIEW ADDITION PRELIMINARY & FINAL PLAT MINOR SUBDIVISION:**

   Director Walker presents the project, and provides an overviews of the staff comments and recommendations. This project has been before the planning commission several times, so the commissioners were familiar with the details.

   Commissioners discussed about those comments that were clarified by Walker that it is a minor subdivision. After that commissioners recommend the addition in the paragraphs in Section 3.2 clarifying the hydrant and water issue, reciprocal easements for water mains and fire hydrants and outside of outlot A. The commissioners stated that they would like clarification on recommendations being struck from the conditions, and they want them noted in the agenda accordingly.

   Vice president Kipling motions to approval of the preliminary and final plat contingent on the bulk reference comments with the corrections and additions from staff. Commissioner Miller seconds. Chair Marchand asks for votes; Commissioner Kipling, Aye, Commissioner Carlson, aye, Commissioner Dressler aye, Commissioner Frank aye, Commissioner Vosika aye and the Chair Jonathan aye. Motion passed.

4. **PRELIMINARY GROCERY STORE PLAN REVIEW**:

   Director Walker presents the project and gives an overview of the steps taken so far by staff with the applicant. He also describes the comments as in the agenda: They are requesting a plan review from the City for a proposed Grocery store at 1600 US 12, on an existing building. The grocery store would be a tenant in the building. The Department of AG has reviewed and approved plans. The Building official is working with the applicant on a proper layout and needed finish for the space. They intend to have multiple coolers, refrigeration, and handling meat on site.

There were no questions or discussions.

Vice President Kipling motioned to approve the preliminary review. Commissioner Holwerda asks for seconds. Voice vote Commissioner Frank aye, Commissioner Kipling, aye, Commissioner Carlson aye, Commissioner Miller aye, Commissioner Vosika aye, Commissioner Dresler aye, Chair Jonathan votes aye. Motion passed.

5. **HOTING PETITION TO ANNEX:**

Director Walker provided information about the Hoting petition to annex. Commissioners only questioned the presence of all the utilities as confirmed by Director Walker.

Commissioner Kipling motions to approve the Hoting petition with no concerns. Commissioner Howerda asks for seconds. Voice vote Commissioner Frank aye, Commissioner Kipling, aye, Commissioner Carlson aye, Commissioner Miller aye, Commissioner Vosika aye, Commissioner Dresler aye, Chair Jonathan votes aye. Motion passed.

6. **PRELIMINARY PLAN REVIEW 22ND ST SW STORAGE UNITS:**

Director Walker describes the project as in the agenda: Andrew Gimse is requesting a plan review from the City for a proposed new construction for Storage Units in Willmar at 22nd St SW. This land is zoned General Industry. Storage Units are an allowed use with a plan review. 8 parking spaces plus a parking space for each employee will be required. Police Chief Felt comments there is no areas of concern from WPD. The entrance and location along with building setback should be good for traffic flow and visibility. WMU Water comments there is a water main along 22nd ST SW that can be tapped for water service at the office unit if needed. Electric comments they have a 3 phase Overhead line that runs along 22nd St SW that we can tap off of with whatever they may need.

Commissioner Kipling question who is the owner of the land, the use for the other side of the area and about the possibility of changing the access to the store creating a second one. Mr. Gimse stated that he and business partner were the land owners. Director Walker comments about the parking issues they need to provide. Commissioner Frank ask for the planning for security. Mr. Gimse stated that they were working through the set up for security. Director Walker asks for the height of the fence. Mr. Gimse states that they plan on putting up a six foot fence. No more questions.

7. MISCELLANY

None

8. ADJOURN

Motion to adjourn at 7:30 by Chair Marchand. Seconded by Commissioner Frank. The motion carried. With no further business, the meeting was adjourned.

Minutes presented by Planning Director Justice Walker

City of Willmar

333 SW 6TH ST
WILLMAR, MN 56201
320-235-4913
FAX 320-235-4917

Planning Commission Meetings

Meeting Dates	Reason for Cancelled Meeting
November 2, 2022	Last minute lack of quorum
November 16, 2022	Last minute lack of quorum
December 21, 2022	Cancelled due to weather
January 4, 2023	Last minute lack of quorum
January 18, 2023	Last minute lack of quorum
February 1, 2023	Cancelled due to weather
February 15, 2023	Last minute lack of quorum

City of Willmar

City Council Action Request

Council Meeting Date:	February 21, 2023	**Agenda Item Number:**	6.E.
Agenda Section:	Consent Items	**Originating Department:**	Finance
Resolution:	No	**Prepared By:**	STEVEN OKINS, Finance Director
Ordinance:	No	**Presented By:**	Judy Thompson, City Clerk
Item:	Accounts Payable Report, 02-02-23 Thru 02-13-23		

RECOMMENDED ACTION:
Review and Approve Accounts Payable Listing.

OVERVIEW:
Departmental submission of invoices to be included on the Accounts Payable Listing.

BUDGETARY/FISCAL ISSUES:
Reduction of departmental budgets by amounts approved.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:
1. Vendor Pymt History Report 02-02-23 Thru 02-13-23

```
ACS FINANCIAL SYSTEM                                             CITY OF WILLMAR
02/14/2023  16:18:42   Vendor Payment History Report    GL050S-V08.19 COVERPAGE
                                                        GL540R


Report Selection:

Optional Report Title.......INCLUDES ONLY POSTED TRANS

INCLUSIONS:
Fund & Account.                              thru

Check.. Date................      02/02/2023 thru 02/13/2023
Source Codes................                 thru
Journal Entry Dates.........                 thru
Journal Entry Ids...........                 thru
Check.. Number..............                 thru

Project.....................                 thru
Vendor......................                 thru
Invoice.....................                 thru
Purchase Order..............                 thru
Bank........................                 thru
Payment Method...
Totals Only?................               N
1099 Vendors Only?..........
Lower Dollars Limit.........

Create Excel file & Download               N


Run Instructions:
  Jobq Banner   Copies Form  Printer      Hold Space  LPI  Lines CPI  CP SP RT
    L             01         MNWIPRT01     Y     S     6    066   10
```

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
ACE ROLLOFFS & DISPOSAL 003696									
67475	02/09/23	GARBAGE SERVICE-FEB	46.15		231/02-28		D N 01	CLEANING AND WAS	101.41408.0338
67475	02/09/23	GARBAGE SERVICE-FEB	49.68		233/02-28		D N 01	CLEANING AND WAS	101.45435.0338
67475	02/09/23	GARBAGE SERVICE-FEB	154.51		234/02-28		D N 01	CLEANING AND WAS	101.45433.0338
67475	02/09/23	GARBAGE SERVICE-FEB	106.72		237/02-28		D N 01	CLEANING AND WAS	101.42412.0338
67475	02/09/23	GARBAGE SERVICE -FEB	129.48		238/02-28		D N 01	CLEANING AND WAS	101.41408.0338
67475	02/09/23	GARBAGE SERVICE -FEB	202.64		239/02-28		D N 01	CLEANING AND WAS	101.41408.0338
67475	02/09/23	GARBAGE SERVICE-FEB	24.35		240/02-28		D N 01	CLEANING AND WAS	651.48484.0228
67475	02/09/23	GARBAGE SERVICE-FEB	209.71		241/02-28		D -	CLEANING AND WAS	651.48484.0228
			923.24	*CHECK TOTAL					
		VENDOR TOTAL	923.24						
AFLAC 003800									
67471	02/09/23	SHORT TERM DSBLTY-FEB	197.55		2-2023		D -	INS. PASS THROUG	101.41428.0819
67471	02/09/23	CANCER INS-FEB	95.82		2-2023		D -	INS. PASS THROUG	101.41428.0819
			293.37	*CHECK TOTAL					
		VENDOR TOTAL	293.37						
ALEX AIR APPARATUS INC 002061									
67476	02/09/23	AED DEFIBRILLATOR PADS	142.95		INV-47219		D -	GENERAL SUPPLIES	101.42411.0229
ALLDATA 003472									
67477	02/09/23	2024 DIAGNOSTICS SUBSC	125.00		INVC02534312		D -	PREPAID EXPENSES	101.128000
67477	02/09/23	2023 DIAGNOSTICS SUBSC	1,375.00		INVC02534312		D -	SUBSCRIPTIONS AN	101.43425.0443
			1,500.00	*CHECK TOTAL					
		VENDOR TOTAL	1,500.00						
ALPHA TRAINING & TACTICS 003136									
67478	02/09/23	HECK-BODY ARMOR	950.40		2022-361		D -	SUBSISTENCE OF P	101.42411.0227
67478	02/09/23	WALLACE-BODY ARMOR	950.20		2022-362		D -	SUBSISTENCE OF P	101.42411.0227
67478	02/09/23	SMEBY-BODY ARMOR	950.40		2022-382		D -	SUBSISTENCE OF P	101.42411.0227
			2,851.00	*CHECK TOTAL					
		VENDOR TOTAL	2,851.00						
AMAZON CAPITAL SERVICES 003557									
67479	02/09/23	ICE RESCUE EQUIPMENT	244.03		1H9X-7MRP-MGLH		D -	SMALL TOOLS	101.42411.0221
67479	02/09/23	PHONE CASE-C.HEIN	15.00		1LNC-6N3V-1RHL		D -	SMALL TOOLS	101.41409.0221
67479	02/09/23	SD CARD FOR ROBOT	14.98		1LRP-XGTF-PL33		D -	SMALL TOOLS	101.42411.0221
67479	02/09/23	SWITCHES- MU&LEC	1,998.00		1NF6-DQYW-7XJD		D -	MTCE. OF EQUIPME	101.41409.0224
67479	02/09/23	CASE FOR-C. HEIN	29.95		1PR3-941F-LRNR		D -	SMALL TOOLS	101.41409.0221
67479	02/09/23	CASE FOR-K.DELBOSQUE	14.74		1W7W-PX7H-LC94		D -	SMALL TOOLS	101.41409.0221
67479	02/09/23	FIRST AID KIT SUPPLIES	109.99		1X7J-GCR9-3LQJ		D -	GENERAL SUPPLIES	101.42411.0229
67479	02/09/23	DISPOSABLE BATTERIES	170.99		1Y33-J16M-3WQR		D -	GENERAL SUPPLIES	101.42411.0229
			2,597.68	*CHECK TOTAL					
		VENDOR TOTAL	2,597.68						
AMERICAN WELDING & GAS I 000057									
67480	02/09/23	WELDING GAS	180.58		09050852		D -	GENERAL SUPPLIES	101.43425.0229

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
AMERICAN WELDING & GAS I 000057									
67480	02/09/23	WELDING GAS	82.80		09089338		D -	GENERAL SUPPLIES	101.43425.0229
			263.38	*CHECK TOTAL					
		VENDOR TOTAL	263.38						
ANDERSON LAW OFFICES 002954									
67481	02/09/23	LEGAL SERVICES-JAN	19,574.55		2285		D N 01	PROFESSIONAL SER	101.41406.0446
AUSTIN INCORPORATED 003610									
67482	02/09/23	SEPTIC PUMPLING	120.00		30077		D -	OTHER SERVICES	230.43430.0339
67482	02/09/23	SEPTIC PUMPLING	120.00		30143		D -	OTHER SERVICES	230.43430.0339
67482	02/09/23	SEPTIC PUMPING	120.00		30206		D -	OTHER SERVICES	230.43430.0339
			360.00	*CHECK TOTAL					
		VENDOR TOTAL	360.00						
AVENU INSIGHTS & ANALYTI 000131									
67483	02/09/23	AS400 HOSTING-JAN	2,869.18		INVB-042181		D -	SUBSCRIPTIONS AN	101.41409.0443
BACKES TECHNOLOGY SERVIC 000087									
67484	02/09/23	PHONE SERVICE-JAN	150.90		20729		D -	COMMUNICATIONS	101.45432.0330
67484	02/09/23	DOOR-SOFTWARE SUBSCRIP	120.00		20762		D -	SUBSCRIPTIONS AN	101.45435.0443
67484	02/09/23	PHONE SERVICE-FEB	153.81		20780		D -	COMMUNICATIONS	101.45433.0330
			424.71	*CHECK TOTAL					
		VENDOR TOTAL	424.71						
BAKER TILLY MUNICIPAL AD 003482									
67485	02/09/23	2022 DISCLOSURE SERVICES	200.00		BTMA18181		D -	PROFESSIONAL SER	318.47100.0446
67485	02/09/23	2022 DISCLOSURE SERVICES	100.00		BTMA18181		D -	PROFESSIONAL SER	320.45502.0446
67485	02/09/23	2022 DISCLOSURE SERVICES	100.00		BTMA18181		D -	PROFESSIONAL SER	320.45503.0446
67485	02/09/23	2022 DISCLOSURE SERVICES	100.00		BTMA18181		D -	PROFESSIONAL SER	320.45504.0446
67485	02/09/23	2022 DISCLOSURE SERVICES	100.00		BTMA18181		D -	PROFESSIONAL SER	320.45506.0446
67485	02/09/23	2022 DISCLOSURE SERVICES	200.00		BTMA18181		D -	PROFESSIONAL SER	321.47100.0446
67485	02/09/23	2022 DISCLOSURE SERVICES	200.00		BTMA18181		D -	PROFESSIONAL SER	322.47100.0446
67485	02/09/23	2022 DISCLOSURE SERVICES	200.00		BTMA18181		D -	PROFESSIONAL SER	338.47200.0446
			1,200.00	*CHECK TOTAL					
		VENDOR TOTAL	1,200.00						
BATTERY WHOLESALE INC 002860									
67486	02/09/23	HWY 12-BATTERIES BACKUP	24.90		210750WIL		D -	MTCE. OF EQUIPME	651.48485.0224
BENSON LAUNDRY 003377									
67487	02/09/23	CLEANING SUPPLIES	57.54		382236		D -	CLEANING AND WAS	101.45433.0228
67487	02/09/23	CLEANING SUPPLIES	57.54		382886		D -	CLEANING AND WAS	101.45433.0228
			115.08	*CHECK TOTAL					
		VENDOR TOTAL	115.08						
BERGANKDV 003702									
67488	02/09/23	PAYROLL PROCESS 1/26/2	1,210.86		0000059163		D -	PROFESSIONAL SER	101.41408.0446

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
BERGANKDV 003702									
67488	02/09/23	PROJECT PROGRESS 1/31/	1,600.00		1184746		D -	PROFESSIONAL SER	219.41409.0446
			2,810.86	*CHECK TOTAL					
		VENDOR TOTAL	2,810.86						
BERNICK'S PEPSI-COLA CO 000103									
67489	02/09/23	COFFEE	163.80		I35402		D -	GENERAL SUPPLIES	101.43425.0229
67489	02/09/23	CONCESSION SUPPLIES	722.52		I35432		D -	GENERAL SUPPLIES	101.45433.0229
67489	02/09/23	CONCESSION SUPPLIES	1,147.40		10036621		D -	GENERAL SUPPLIES	101.45433.0229
			2,033.72	*CHECK TOTAL					
		VENDOR TOTAL	2,033.72						
BOLTON & MENK INC 001010									
67490	02/09/23	PROF SERV NOV/DEC 2022	3,230.00		0305672		D -	ACCOUNTS PAYABLE	101.202000
BONNIE'S SEWING STUDIO 003793									
67491	02/09/23	STUDIO CLASS	270.00		102		D -	PROFESSIONAL SER	101.45435.0446
BOX/KYLE 003733									
67492	02/09/23	INTERNET FOR ALL-WRKSHOP	184.31		012623		D -	TRAVEL-CONF.-SCH	101.41400.0333
CAPITAL ONE 003647									
67493	02/09/23	COFFEE/VINEGAR/SANITIZER	68.75		011923		D -	GENERAL SUPPLIES	101.42411.0229
67493	02/09/23	PLANT SUPPLIES	45.68		011923		D -	GENERAL SUPPLIES	651.48484.0229
			114.43	*CHECK TOTAL					
		VENDOR TOTAL	114.43						
CARRANZA/NOE 002547									
67494	02/09/23	INTERVIEEW 01/03/23	140.00		2		D -	PROFESSIONAL SER	101.42411.0446
67494	02/09/23	INTERVIEW 01/13/23	140.00		4		D N 01	PROFESSIONAL SER	101.42411.0446
67494	02/09/23	INTERPRETED 01/17/23	140.00		5		D N 01	PROFESSIONAL SER	101.42411.0446
67494	02/09/23	INTERPRETED 01/19/23	140.00		6		D N 01	PROFESSIONAL SER	101.42411.0446
			560.00	*CHECK TOTAL					
		VENDOR TOTAL	560.00						
CENTERPOINT ENERGY 000467									
471	02/07/23	NATURAL GAS-JAN	2,195.73		1131814/01-23		M -	UTILITIES	101.45427.0332
471	02/07/23	NATURAL GAS-JAN	475.27		11331209/01-23		M -	UTILITIES	101.45001.0332
471	02/07/23	NATURAL GAS-JAN	6,172.47		6007939/01-23		M -	UTILITIES	101.43425.0332
471	02/07/23	NATURAL GAS-JAN	1,739.18		6102726/01-23		M -	UTILITIES	101.42412.0332
471	02/07/23	NATURAL GAS-JAN	371.85		6236671/01-23		M -	UTILITIES	230.43430.0332
471	02/07/23	NATURAL GAS-JAN	1,840.95		6401277/01-23		M -	UTILITIES	101.41408.0332
471	02/07/23	NATURAL GAS-JAN	96.92		8503501/01-23		M -	UTILITIES	651.48485.0332
471	02/07/23	NATURAL GAS-JAN	672.42		8512023/01-23		M -	UTILITIES	651.48485.0332
471	02/07/23	NATURAL GAS-JAN	18,281.25		8795475/01-23		M -	UTILITIES	651.48484.0332
			31,846.04	*CHECK TOTAL					
		VENDOR TOTAL	31,846.04						

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
CENTRAL TIRE AND AUTO IN 000150									
67495	02/09/23	#134049 TIRES	928.00		91684		D -	INVENTORIES-MDSE	101.125000
CHAMBERLAIN OIL CO 000154									
67496	02/09/23	SHOP SUPPLIES	200.92		420587-00		D -	GENERAL SUPPLIES	101.43425.0229
67496	02/09/23	RETURN ANTIFREEZE	52.14CR		420925-00		D -	INVENTORIES-MDSE	101.125000
67496	02/09/23	ANTIFREEZE	51.54		420925-00		D -	INVENTORIES-MDSE	101.125000
67496	02/09/23	OIL	2,570.33		423117-00		D -	INVENTORIES-MDSE	101.125000
67496	02/09/23	ANTIFREEZE	1,723.70		423117-01		D -	INVENTORIES-MDSE	101.125000
67496	02/09/23	ANTIFREEZE	202.02		423778-00		D -	INVENTORIES-MDSE	101.125000
67496	02/09/23	SHOP SUPPLIES	88.23		423778-00		D -	GENERAL SUPPLIES	101.43425.0229
			4,784.60	*CHECK TOTAL					
		VENDOR TOTAL	4,784.60						
CHAPPELL CENTRAL INC 000156									
67497	02/09/23	RPR TO HVAC AT MN WEST	99.00		SVC-108670		D -	MTCE. OF EQUIPME	651.48485.0334
67497	02/09/23	RPR-JOTS #1 L.S. HVAC	148.50		SVC-108671		D -	MTCE. OF EQUIPME	651.48485.0334
67497	02/09/23	RPR TO HVAC AT PLANT	99.00		SVC-108705		D -	MTCE. OF EQUIPME	651.48484.0334
67497	02/09/23	SERVICE COMMERCIAL-LBR	297.00		SVC-108711		D -	MTCE. OF STRUCTU	101.45427.0335
			643.50	*CHECK TOTAL					
		VENDOR TOTAL	643.50						
CHARTER COMMUNICATIONS 000736									
67498	02/09/23	PHONE SERVICE-JAN	1,998.00		0009126012223		D -	COMMUNICATIONS	101.41409.0330
CHARTER COMMUNICATIONS 003808									
67499	02/09/23	DISTINCT IDENTIFICATIONS	50.00		23-202527		D -	PROFESSIONAL SER	101.42411.0446
CINTAS CORPORATION 001708									
67500	02/09/23	FIRST AID KIT SUPPLIES	18.48		5137838993		D -	SUBSISTENCE OF P	101.41408.0227
67500	02/09/23	FIRST AID KIT SUPPLIES	116.34		5142533338		D -	GENERAL SUPPLIES	101.45432.0229
			134.82	*CHECK TOTAL					
		VENDOR TOTAL	134.82						
CODE 4 SERVICES INC 002984									
67501	02/09/23	GETAC CLOUD PLAN	12,207.00		7954		D -	SUBSCRIPTIONS AN	101.42411.0443
67501	02/09/23	ALUMINUM PUSH BUMPERS	4,479.12		7984		D -	MACHINERY AND AU	450.42411.0553
			16,686.12	*CHECK TOTAL					
		VENDOR TOTAL	16,686.12						
COMPASS MINERALS AMERICA 003116									
67502	02/09/23	ROAD SALT	2,664.09		1122569		D -	GENERAL SUPPLIES	101.43425.0229
COORDINATED BUSINESS SYS 003677									
67503	02/09/23	MANAGED PRINT SERVICES	205.06		INV274312		D -	OFFICE SUPPLIES	208.45005.0220
67503	02/09/23	PRINTER MAINTENANCE	52.18		INV275517		D -	SUBSCRIPTIONS AN	101.41409.0443
			257.24	*CHECK TOTAL					
		VENDOR TOTAL	257.24						

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
CROW CHEMICAL & LIGHTING 000186									
67504	02/09/23	CLEANING SUPPLIES	41.85		123326		D -	GENERAL SUPPLIES	101.43425.0229
67504	02/09/23	MARC DRAIN OPENER	215.88		123351		D -	GENERAL SUPPLIES	651.48484.0229
67504	02/09/23	CITRUS CHISEL GEL	18.70		123404		D -	GENERAL SUPPLIES	101.43425.0229
67504	02/09/23	CLEANING SUPPLIES	100.50		123420		D -	GENERAL SUPPLIES	101.43425.0229
67504	02/09/23	CLEANING SUPPLIES	284.29		123426		D -	GENERAL SUPPLIES	651.48484.0229
			661.22	*CHECK TOTAL					
		VENDOR TOTAL	661.22						
CUNNINGHAM/CAROL 002191									
67505	02/09/23	CERT MAIL: FORM 941/1099	27.24		012723		D -	POSTAGE	101.41405.0223
67505	02/09/23	CERT MAIL: 1094-1095C	21.74		012723		D -	POSTAGE	101.41405.0223
			48.98	*CHECK TOTAL					
		VENDOR TOTAL	48.98						
DAHLSEID/BECCA 003810									
9285	02/09/23	01/22-02/04/23 PAYROLL	276.12		02/09/2023		D -	SALARIES-TEMP. E	101.45432.0112
DEPT OF HUMAN SERVICES 002914									
67506	02/09/23	ECPN PAYMENT-JAN	4,441.43		00000724068SA		D -	OTHER CHARGES	101.41428.0449
67506	02/09/23	ECPN PAYMENT-FEB	18,378.16		00000727270		D -	OTHER CHARGES	101.41428.0449
			22,819.59	*CHECK TOTAL					
		VENDOR TOTAL	22,819.59						
ELECTRIC MOTOR COMPANY 003288									
67507	02/09/23	HOSE CLAMPS	31.38		160103		D -	GENERAL SUPPLIES	101.43425.0229
67507	02/09/23	EL #2 CAPACITOR	39.74		160167		D -	MTCE. OF EQUIPME	651.48487.0224
			71.12	*CHECK TOTAL					
		VENDOR TOTAL	71.12						
EMERG. SERVICES MKTG COR 003147									
67508	02/09/23	2024 SUBSCRIPTION	220.00		23-40136		D -	PREPAID EXPENSES	101.128000
67508	02/09/23	2023 SUBSCRIPTION	440.00		23-40136		D -	PROFESSIONAL SER	101.42412.0446
			660.00	*CHECK TOTAL					
		VENDOR TOTAL	660.00						
ETTERMAN ENTERPRISES 001567									
67509	02/09/23	SHOP TOOLS	23.05		334875		D -	SMALL TOOLS	651.48484.0221
EXCEL OVERHEAD DOOR 002443									
67510	02/09/23	OVERHEAD DR-PARTS	1,534.78		40353		D N 01	MTCE. OF EQUIPME	651.48484.0224
67510	02/09/23	OVERHEAD DR-LABOR	423.00		40353		D N 01	MTCE. OF EQUIPME	651.48484.0334
			1,957.78	*CHECK TOTAL					
		VENDOR TOTAL	1,957.78						
FARM-RITE EQUIPMENT 003002									
67511	02/09/23	SALES TAX ON TRAILER	828.75		E02374		D -	ACCOUNTS PAYABLE	450.202000
67511	02/09/23	RETURN-4 SPACERS	126.38CR		P36591		D -	MTCE. OF EQUIPME	101.43425.0224

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
FARM-RITE EQUIPMENT		003002							
67511	02/09/23	RENTAL	392.00		R10048		D -	RENTS	101.45433.0440
67511	02/09/23	RPR REAR GLASS TOOLCAT-P	263.42		W11143		D -	MTCE. OF EQUIPME	651.48484.0224
67511	02/09/23	RPR REAR GLASS TOOLCAT-L	400.14		W11143		D -	MTCE. OF EQUIPME	651.48484.0334
			1,757.93	*CHECK TOTAL					
		VENDOR TOTAL	1,757.93						
FIRST CLASS COLLISION &		001872							
67512	02/09/23	#073219 REPL WINDSHIELD	522.42		4186		D -	INVENTORIES-MDSE	101.125000
FLEETPRIDE		002973							
67513	02/09/23	FILTER	36.09		104865038		D -	INVENTORIES-MDSE	101.125000
67513	02/09/23	FILTERS	136.76		105179214		D -	INVENTORIES-MDSE	101.125000
67513	02/09/23	FILTERS	43.05		105211393		D -	INVENTORIES-MDSE	101.125000
67513	02/09/23	FILTERS	144.73		10521990		D -	INVENTORIES-MDSE	101.125000
67513	02/09/23	FILTERS	197.61		105242064		D -	INVENTORIES-MDSE	101.125000
67513	02/09/23	FILTERS	55.40		105242508		D -	INVENTORIES-MDSE	101.125000
67513	02/09/23	FILTER	7.27		105283796		D -	INVENTORIES-MDSE	101.125000
67513	02/09/23	FILTER	24.64		105323277		D -	INVENTORIES-MDSE	101.125000
67513	02/09/23	FILTER	9.20		105338088		D -	INVENTORIES-MDSE	101.125000
			654.75	*CHECK TOTAL					
		VENDOR TOTAL	654.75						
FLOOR TO CEILING STORE		000274							
67514	02/09/23	CARPET TILE/VINYL	721.13		152652		D -	MTCE. OF STRUCTU	101.41401.0225
FORUM COMMUNICATIONS COM		002269							
67515	02/09/23	JAN 17 LAST DAY TO B	43.28		I2023.00002577		D -	PRINTING AND PUB	101.41403.0331
67515	02/09/23	PURSUANT TO ACTION	124.84		I2023.00002578		D -	PRINTING AND PUB	101.41403.0331
			168.12	*CHECK TOTAL					
		VENDOR TOTAL	168.12						
GALLS LLC		000288							
67516	02/09/23	FIRST AID EQUIPMENT	389.99		023161855		D -	GENERAL SUPPLIES	101.42411.0229
67516	02/09/23	ANDERSON-PANTS	53.15		023330258		D -	SUBSISTENCE OF P	101.42412.0227
67516	02/09/23	UNIFORM PANTS	315.09		023342268		D -	SUBSISTENCE OF P	101.42412.0227
			758.23	*CHECK TOTAL					
		VENDOR TOTAL	758.23						
GENERAL MAILING SERVICES		000293							
67517	02/09/23	POSTAGE 01/16-01/20/23	10.50		65291		D -	POSTAGE	101.41400.0223
67517	02/09/23	POSTAGE 01/16-01/20/23	1.50		65291		D -	POSTAGE	101.41401.0223
67517	02/09/23	POSTAGE 01/16-01/20/23	23.35		65291		D -	POSTAGE	101.41402.0223
67517	02/09/23	POSTAGE 01/16-01/20/23	3.85		65291		D -	POSTAGE	101.41403.0223
67517	02/09/23	POSTAGE 01/16-01/20/23	312.75		65291		D -	POSTAGE	101.41405.0223
67517	02/09/23	POSTAGE 01/16-01/20/23	20.00		65291		D -	POSTAGE	101.41408.0223
67517	02/09/23	POSTAGE 01/16-01/20/23	3.00		65291		D -	POSTAGE	101.42411.0223
67517	02/09/23	POSTAGE 01/16-01/20/23	1.50		65291		D -	POSTAGE	101.42412.0223
67517	02/09/23	POSTAGE 01/16-01/20/23	1.84		65291		D -	POSTAGE	101.43425.0223
67517	02/09/23	POSTAGE 01/16-01/20/23	3.75		65291		D -	POSTAGE	101.45432.0223

VENDOR NAME AND NUMBER										
CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
GENERAL MAILING SERVICES 000293									
67517	02/09/23	POSTAGE 01/16-01/20/23	7.09		65291		D -	POSTAGE	651.48484.0223
67517	02/09/23	POSTAGE 01/23-01/27/23	1.56		65443		D -	POSTAGE	101.41401.0223
67517	02/09/23	POSTAGE 01/23-01/27/23	32.37		65443		D -	POSTAGE	101.41402.0223
67517	02/09/23	POSTAGE 01/23-01/27/23	187.77		65443		D -	POSTAGE	101.41403.0223
67517	02/09/23	POSTAGE 01/23-01/27/23	144.58		65443		D -	POSTAGE	101.41405.0223
67517	02/09/23	POSTAGE 01/23-01/27/23	20.00		65443		D -	POSTAGE	101.41408.0223
67517	02/09/23	POSTAGE 01/23-01/27/23	1.12		65443		D -	POSTAGE	101.42411.0223
67517	02/09/23	POSTAGE 01/23-01/27/23	1.56		65443		D -	POSTAGE	101.42412.0223
67517	02/09/23	POSTAGE 01/23-01/27/23	0.78		65443		D -	POSTAGE	651.48484.0223
			778.87	*CHECK TOTAL					
		VENDOR TOTAL	778.87						
GLOBALTECH ENVIRONMENTAL .03256									
67518	02/09/23	RECYCLING-BATTERIES	861.75		3526		D -	CLEANING AND WAS	651.48484.0338
GOODIN COMPANY 002835									
67519	02/09/23	HDWKS FAN MOTOR	70.87		05326183-00		D -	MTCE. OF EQUIPME	651.48484.0224
GRAINGER INC 000786									
67520	02/09/23	REPLACEMENT-FAN MOTOR	532.64		9572994094		D -	MTCE. OF EQUIPME	651.48484.0224
67520	02/09/23	SAFTEY GLASSES	8.23		9579179384		D -	SUBSISTENCE OF P	651.48484.0227
67520	02/09/23	PLANT SAFTEY GLASSES	82.30		9584802616		D -	SUBSISTENCE OF P	651.48484.0227
			623.17	*CHECK TOTAL					
		VENDOR TOTAL	623.17						
GREELEY/WES 003527									
67521	02/09/23	WASTEWATER CLASS	186.12		011823		D -	TRAVEL-CONF.-SCH	651.48484.0333
HANSON *PETTY CASH/FRANK 003184									
67522	02/09/23	COUNTY CHIEFS-BLOMKEST	32.00		010923		D -	TRAVEL-CONF.-SCH	101.42412.0333
HARRY'S FROZEN FOOD 003765									
67523	02/09/23	CONCESSION SUPPLIES	777.00		69401		D -	GENERAL SUPPLIES	101.45433.0229
HARTLAND OFFICIALS ASSOC 002608									
67524	02/09/23	VOLLEYBALL OFFICIALS	1,966.00		010623		D -	PROFESSIONAL SER	101.45432.0446
HAUG IMPLEMENT CO - JOHN 000324									
67525	02/09/23	FILTERS	97.54		442688		D -	INVENTORIES-MDSE	101.125000
67525	02/09/23	#152243 FUEL CONDITIONER	44.06		444212		D -	INVENTORIES-MDSE	101.125000
			141.60	*CHECK TOTAL					
		VENDOR TOTAL	141.60						
HAUG-KUBOTA LLC 002609									
67526	02/09/23	BOLTS FOR BLOWER	62.20		20977		D -	MTCE. OF EQUIPME	101.45433.0224
HAWKINS INC 000325									
67527	02/09/23	FERRIC CHLORIDE	12,392.92		6371895		D -	GENERAL SUPPLIES	651.48484.0229

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
HAWKINS INC		000325											
67527	02/09/23	FERRIC CHLORIDE	12,231.24		6383141			D	-			GENERAL SUPPLIES	651.48484.0229
			24,624.16	*CHECK TOTAL									
		VENDOR TOTAL	24,624.16										
HIGH POINT NETWORKS INC		002299											
67528	02/09/23	FIREWALL SUBSCRIP-JAN	2,232.25		217654			D	-			SUBSCRIPTIONS AN	101.41409.0443
67528	02/09/23	PD FILE STORAGE	259.00		217654			D	-			LICENSES AND TAX	101.41409.0445
67528	02/09/23	ANTIVIRUS SUBSCRIP-JAN	1,032.85		217705			D	-			LICENSES AND TAX	101.41409.0445
			3,524.10	*CHECK TOTAL									
		VENDOR TOTAL	3,524.10										
HIGHWAY 23 COALITION		003364											
67529	02/09/23	2023 MEMBERSHIP	500.00		123023			D	-			SUBSCRIPTIONS AN	208.45005.0443
HILLENBRAND/DAVID		002497											
67530	02/09/23	MILEAGE 10/25-12/28/22	38.75		122822			D	-			TRAVEL-CONF.-SCH	101.41409.0333
HILLYARD\HUTCHINSON		000333											
67531	02/09/23	PARTS FOR FLOOR SCUBBER	47.30		604990053			D	-			MTCE. OF EQUIPME	101.45427.0224
67531	02/09/23	CLEANING SUPPLIES	224.50		605007147			D	-			CLEANING AND WAS	101.45433.0228
67531	02/09/23	RETURN PART-SCRUBBER	157.00CR		800613748			D	-			MTCE. OF EQUIPME	101.45427.0224
			114.80	*CHECK TOTAL									
		VENDOR TOTAL	114.80										
HOMETOWN FIBER		003760											
67532	02/09/23	TELECOM MAPPING SERVIC	8,497.20		3275			D	-			PROFESSIONAL SER	205.41402.0446
ILLINOIS TOLLWAY		.03254											
67533	02/09/23	TOLL ROAD FEE	60.40		VW5304469237			D	-			TRAVEL-CONF.-SCH	101.43425.0333
INNOVATIVE OFFICE SOLUTI		003023											
67534	02/09/23	OFFICE DESK	3,443.19		CIN11329			D	-			SMALL TOOLS	101.45432.0221
67534	02/09/23	DESK INSTALLATION	200.00		CIN11329			D	-			MTCE. OF EQUIPME	101.45432.0334
67534	02/09/23	OFFICE CABINET	576.00		CIN113692			D	-			SMALL TOOLS	101.45432.0221
67534	02/09/23	OFFICE SUPPLIES	2,306.04		IN4073762			D	-			OFFICE SUPPLIES	101.41410.0220
67534	02/09/23	OFFICE SUPPLIES	167.66		IN4084969			D	-			OFFICE SUPPLIES	101.45432.0220
67534	02/09/23	OFFICE SUPPLIES	26.70		IN4085141			D	-			OFFICE SUPPLIES	101.41410.0220
			6,719.59	*CHECK TOTAL									
		VENDOR TOTAL	6,719.59										
ISMAIL/LAILA		.03255											
67535	02/09/23	TRANSLATION-MAIN STREET	500.00		00000001			D	-			PROFESSIONAL SER	235.41402.0446
JASPER ENGINEERING & EQU		003774											
67536	02/09/23	AIR RELEASE VALVE KIT	213.00		INV284041			D	-			MTCE. OF EQUIPME	651.48485.0224
67536	02/09/23	FREIGHT CHARGES	12.86		INV284900			D	-			POSTAGE	651.48485.0223
			225.86	*CHECK TOTAL									
		VENDOR TOTAL	225.86										

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
JM SERVICES INTERPRETING 003761									
67537	02/09/23	INTERPRET11/21-12/09/22	281.25		000137		D -	PROFESSIONAL SER	101.41402.0446
JOHANNECK WTR CONDITIONI 003355									
67538	02/09/23	COOLER RENTAL	1.00		CR1711-3-138		D -	RENTS	651.48484.0440
67538	02/09/23	COOLER RENTAL	2.00		CR1711-3-150		D -	RENTS	651.48484.0440
67538	02/09/23	COOLER RENTAL	46.00		ER1801-3-061		D -	RENTS	101.41408.0440
67538	02/09/23	DRINKING WATER	28.00		102958		D -	GENERAL SUPPLIES	651.48484.0229
67538	02/09/23	SOFTNER SALT	23.90		102979		D -	GENERAL SUPPLIES	101.43425.0229
67538	02/09/23	DRINKING WATER	22.00		103043		D -	GENERAL SUPPLIES	651.48484.0229
67538	02/09/23	DRINKING WATER	22.00		103137		D -	GENERAL SUPPLIES	651.48484.0229
67538	02/09/23	SOFTNER SALT	9.60		103271		D -	CLEANING AND WAS	101.41408.0228
67538	02/09/23	SOFTNER SALT	79.60		103271		D -	GENERAL SUPPLIES	101.41408.0229
67538	02/09/23	SOFTNER SALT	69.40		103271		D -	MTCE. OF EQUIPME	101.41408.0334
67538	02/09/23	SOFTNER SALT	139.30		103271		D -	GENERAL SUPPLIES	101.45427.0229
67538	02/09/23	DRINKING WATER	22.00		103455		D -	GENERAL SUPPLIES	651.48484.0229
67538	02/09/23	DRINKING WATER	16.00		103457		D -	GENERAL SUPPLIES	651.48484.0229
67538	02/09/23	DRINKING WATER	60.00		103788		D -	GENERAL SUPPLIES	651.48484.0229
			540.80	*CHECK TOTAL					
		VENDOR TOTAL	540.80						
KENNEDY/RILEY 003773									
67539	02/09/23	MEETING SNACKS	37.47		012423		D -	SUBSISTENCE OF P	235.41402.0227
KING'S ELECTRIC LLC 003138									
67540	02/09/23	GARAGE DOOR PHOTOEYE	532.49		2366		D N 01	MTCE. OF EQUIPME	651.48484.0334
67540	02/09/23	CHANGE OUT BALLAST-PRTS	19.90		2375		D N 01	MTCE. OF STRUCTU	101.41408.0225
67540	02/09/23	CHANGE OUT BALLAST-LBR	110.00		2375		D N 01	MTCE. OF STRUCTU	101.41408.0335
			662.39	*CHECK TOTAL					
		VENDOR TOTAL	662.39						
KRIS ENGINEERING INC 002498									
67541	02/09/23	PLOW CUTTING EDGES	2,167.50		37749		D -	MTCE. OF EQUIPME	101.43425.0224
KVEENE/CHRIS 003399									
67542	02/09/23	MILEAGE 01/05-01/25/23	15.00		012523		D -	TRAVEL-CONF.-SCH	101.41409.0333
LARCOM/JOSHUA 003750									
67543	02/09/23	CONTINUNING EDU LODGING	307.26		012423		D -	TRAVEL-CONF.-SCH	101.41402.0333
67543	02/09/23	MILEAGE 0123-01/25/23	146.87		012523		D -	TRAVEL-CONF.-SCH	101.41402.0333
			454.13	*CHECK TOTAL					
		VENDOR TOTAL	454.13						
LEAGUE OF MN CITIES 000412									
67544	02/09/23	PATROL ONLINE TRAINING	3,060.00		375158		D -	TRAVEL-CONF.-SCH	101.42411.0333
LEAGUE OF MN CITIES INS 001189									
67545	02/09/23	WORKER'S COMP PREMIUM	11,793.00		020623		D -	DUE FROM M.U.C.-	101.123006
67545	02/09/23	WORKER'S COMP PREMIUM	402.00		020623		D -	EMPLOYER INSUR.	101.41400.0114
67545	02/09/23	WORKER'S COMP PREMIUM	18.00		020623		D -	EMPLOYER INSUR.	101.41401.0114

VENDOR NAME AND NUMBER CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
LEAGUE OF MN CITIES INS		001189							
67545	02/09/23	WORKER'S COMP PREMIUM	738.00		020623		D -	EMPLOYER INSUR.	101.41402.0114
67545	02/09/23	WORKER'S COMP PREMIUM	237.00		020623		D -	EMPLOYER INSUR.	101.41403.0114
67545	02/09/23	WORKER'S COMP PREMIUM	493.00		020623		D -	EMPLOYER INSUR.	101.41405.0114
67545	02/09/23	WORKER'S COMP PREMIUM	869.00		020623		D -	EMPLOYER INSUR.	101.41408.0114
67545	02/09/23	WORKER'S COMP PREMIUM	247.00		020623		D -	EMPLOYER INSUR.	101.41409.0114
67545	02/09/23	WORKER'S COMP PREMIUM	199.00		020623		D -	EMPLOYER INSUR.	101.41420.0114
67545	02/09/23	WORKER'S COMP PREMIUM	24.00		020623		D -	EMPLOYER INSUR.	101.41424.0114
67545	02/09/23	WORKER'S COMP PREMIUM	59,406.00		020623		D -	EMPLOYER INSUR.	101.42411.0114
67545	02/09/23	WORKER'S COMP PREMIUM	14,277.00		020623		D -	EMPLOYER INSUR.	101.42412.0114
67545	02/09/23	WORKER'S COMP PREMIUM	853.00		020623		D -	EMPLOYER INSUR.	101.43417.0114
67545	02/09/23	WORKER'S COMP PREMIUM	23,545.00		020623		D -	EMPLOYER INSUR.	101.43425.0114
67545	02/09/23	WORKER'S COMP PREMIUM	51.00		020623		D -	EMPLOYER INSUR.	101.45001.0114
67545	02/09/23	WORKER'S COMP PREMIUM	10.00		020623		D -	EMPLOYER INSUR.	101.45427.0114
67545	02/09/23	WORKER'S COMP PREMIUM	2,448.00		020623		D -	EMPLOYER INSUR.	101.45432.0114
67545	02/09/23	WORKER'S COMP PREMIUM	52.00CR		020623		D -	EMPLOYER INSUR.	101.45433.0114
67545	02/09/23	WORKER'S COMP PREMIUM	1.00CR		020623		D -	EMPLOYER INSUR.	101.45433.0114
67545	02/09/23	WORKER'S COMP PREMIUM	2,771.00		020623		D -	EMPLOYER INSUR.	101.45433.0114
67545	02/09/23	WORKER'S COMP PREMIUM	1,146.00		020623		D -	EMPLOYER INSUR.	101.45435.0114
67545	02/09/23	WORKER'S COMP PREMIUM	2,377.00		020623		D -	EMPLOYER INSUR.	101.45437.0114
67545	02/09/23	WORKER'S COMP PREMIUM	6,707.00		020623		D -	EMPLOYER INSUR.	651.48484.0114
67545	02/09/23	WORKER'S COMP PREMIUM	1,104.00		020623		D -	EMPLOYER INSUR.	651.48485.0114
67545	02/09/23	WORKER'S COMP PREMIUM	612.00		020623		D -	EMPLOYER INSUR.	651.48486.0114
			130,274.00	*CHECK TOTAL					
		VENDOR TOTAL	130,274.00						
LINK SUPPORT SERVICES LL		003624							
67546	02/09/23	REPL BATTERIES-BACKUP	1,750.00		1836		D -	MTCE. OF EQUIPME	651.48484.0334
LLOYD SECURITY INC		003376							
67547	02/09/23	2023 FIRE MONITORING	239.40		165067		D -	SUBSCRIPTIONS AN	101.45001.0443
LOCAL GOV'T INFORMATION		003226							
67548	02/09/23	MONTHLY SUBSCRIP-NOV	2,297.00		52480		D -	SUBSCRIPTIONS AN	101.41409.0443
67548	02/09/23	MONTHLY SUBSCRIP-DEC	2,297.00		53010		D -	SUBSCRIPTIONS AN	101.41409.0443
			4,594.00	*CHECK TOTAL					
		VENDOR TOTAL	4,594.00						
LOFFLER COMPANIES		002593							
67549	02/09/23	CONTRACT USAGE-JAN	246.27		426289		D -	MTCE. OF EQUIPME	101.41405.0334
LUNGSTROM/SAMUEL		003626							
67550	02/09/23	WASTEWATER CLASS	259.28		011823		D -	TRAVEL-CONF.-SCH	651.48484.0333
MADSEN/KEVIN		003811							
9286	02/09/23	01/22-02/04/23 PAYROLL	1,150.77		02/09/2023		D -	SALARIES-TEMP. E	101.45433.0112
MARCO TECHNOLOGIES LLC		000437							
67551	02/09/23	PRINTER MAINTANCE	406.59		INV10759559		D -	SUBSCRIPTIONS AN	101.41409.0443

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
MARCO TECHNOLOGIES LLC 001838									
67552	02/09/23	500-0565502-000-JAN	183.26		492527726		D -	RENTS	101.45432.0440
67552	02/09/23	500-0611665-000-FEB	162.84		493003461		D -	SUBSCRIPTIONS AN	101.41409.0443
67552	02/09/23	500-0623211-000-FEB	204.28		493003651		D -	SUBSCRIPTIONS AN	101.41409.0443
			550.38	*CHECK TOTAL					
		VENDOR TOTAL	550.38						
MENARDS 000449									
67553	02/09/23	BROWN SHED PROJECT	1,551.63		49454		D -	MTCE. OF STRUCTU	101.45432.0225
67553	02/09/23	BROWN SHED PROJECT	69.90		49793		D -	MTCE. OF STRUCTU	101.45432.0225
67553	02/09/23	L.S. TRUCK TORCH	51.15		51192		D -	SMALL TOOLS	651.48485.0221
67553	02/09/23	SALT FOR SIDEWALKS	83.96		51448		D -	GENERAL SUPPLIES	101.41408.0229
67553	02/09/23	SALT FOR SIDEWALKS	83.96		51448		D -	GENERAL SUPPLIES	101.45427.0229
67553	02/09/23	SHOP SUPPLIES	7.46		51499		D -	GENERAL SUPPLIES	101.43425.0229
67553	02/09/23	SHOP SUPPLIES	26.44		51741		D -	CLEANING AND WAS	101.41408.0228
67553	02/09/23	SHOP SUPPLIES	40.32		51831		D -	GENERAL SUPPLIES	651.48484.0229
67553	02/09/23	PAINT SUPPLIES	37.96		52038		D -	GENERAL SUPPLIES	101.43425.0229
67553	02/09/23	NORTH SWANSSON-SHELVES	281.84		52039		D -	MTCE. OF STRUCTU	101.43425.0225
67553	02/09/23	BROWN SHED PROJECT	37.96		52099		D -	MTCE. OF STRUCTU	101.45432.0225
67553	02/09/23	PLASTIC FOR PAINTING	124.99		52156		D -	GENERAL SUPPLIES	101.43425.0229
67553	02/09/23	DOG FOOD	75.99		52211		D -	SUBSISTENCE OF P	101.42411.0227
67553	02/09/23	WHEELS	47.96		52304		D -	SMALL TOOLS	101.45433.0221
67553	02/09/23	DOOR HANDLES-ELEC PARTS	324.34		52304		D -	MTCE. OF STRUCTU	101.45433.0225
67553	02/09/23	ICE MELT	64.95		52304		D -	GENERAL SUPPLIES	101.45433.0229
67553	02/09/23	GENERAL SUPPLIES	86.40		52620		D N 01	GENERAL SUPPLIES	101.45433.0229
67553	02/09/23	BROOM	12.97		52794		D -	GENERAL SUPPLIES	101.42411.0229
67553	02/09/23	V-NOTCH TROWEL	7.38		52811		D -	SMALL TOOLS	101.43425.0221
			3,017.56	*CHECK TOTAL					
		VENDOR TOTAL	3,017.56						
METRO SALES INC 003016									
67554	02/09/23	CNTRCT USAGE 10/19-1/18	210.07		INV2206093		D -	OFFICE SUPPLIES	101.42411.0220
MIKE'S SMALL ENGINE CENT 002699									
67555	02/09/23	#111111 BLADES	44.99		24886		D -	INVENTORIES-MDSE	101.125000
MILES PARTNERSHIP,LLLP 003790									
67556	02/09/23	EXPLORE MN DIGITAL GUI	2,500.00		75104		D -	ADVERTISING	208.45006.0447
MINI BIFF LLC 001805									
67557	02/09/23	TOILET RENTALS	106.08		A-138617		D M 01	RENTS	101.43425.0440
MN COUNCIL OF AIRPORTS 000484									
67558	02/09/23	2023 MEMBERSHIP DUES	150.00		558		D -	SUBSCRIPTIONS AN	230.43430.0443
MN DEPT OF LABOR & INDUS 000522									
67559	02/09/23	1ST QTR SURCHARGE PYMT	1,359.48		013123		D -	OTHER CHARGES	101.41402.0449

VENDOR NAME AND NUMBER CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
MN ELEVATOR INC 000499									
67560	02/09/23	ELEVATOR SERVICE	178.37		1003909		D -	MTCE. OF STRUCTU	101.41408.0335
MN MUNICIPAL UTILITIES A 001257									
67561	02/09/23	STEP INTO LEADERSHIP-#	3,000.00		60455		D -	TRAVEL-CONF.-SCH	101.41402.0333
MN PUBLIC FACILITIES AUT 000496									
67562	02/09/23	MPFA-07-0043-R-FY09-	368,486.63		012423		D -	INTEREST	651.48484.0444
67562	02/09/23	MPFA-09-0005-R-FY10-IN	8,515.37		012423		D -	INTEREST	651.48484.0444
67562	02/09/23	MPFA-09-0043-R-FY10-	328,072.80		012423		D -	INTEREST	651.48484.0444
67562	02/09/23	MPFA-09-0044-FY13-INT	7,834.28		012423		D -	INTEREST	651.48484.0444
67562	02/09/23	MPFA-14-0050-R-FY15-IN	8,845.00		012423		D -	INTEREST	651.48484.0444
67562	02/09/23	MPFA-CWRF-L-010-FY17-I	3,767.40		012423		D -	INTEREST	651.48484.0444
67562	02/09/23	MPFA-CWRF-L-033-FY19	6,915.42		012423		D -	INTEREST	651.48484.0444
			732,436.90	*CHECK TOTAL					
		VENDOR TOTAL	732,436.90						
MN STATE FIRE CHIEFS ASS 000520									
67563	02/09/23	COOL-TRAINING REGIS	285.00		5624		D -	TRAVEL-CONF.-SCH	101.42412.0333
MUNICIPAL EMERGENCY SERV 000197									
67564	02/09/23	TAIL COATS/PANTS	13,814.28		IN1823912		D -	SUBSISTENCE OF P	101.42412.0227
MUNICIPAL UTILITIES 000541									
67565	02/09/23	UTILITIES FOR JAN	976.24		02/23		D -	UTILITIES	101.42412.0332
67565	02/09/23	UTILITIES FOR JAN	1,337.89		02/23		D -	UTILITIES	101.43425.0332
67565	02/09/23	UTILITIES FOR JAN	3,326.52		02/23		D -	UTILITIES	230.43430.0332
67565	02/09/23	UTILITIES FOR JAN	47,119.77		02/23		D -	UTILITIES	651.48484.0332
67565	02/09/23	UTILITIES FOR JAN	200.79		02/23		D -	UTILITIES	651.48485.0332
			52,961.21	*CHECK TOTAL					
		VENDOR TOTAL	52,961.21						
MVTL LABORATORIES INC 000544									
67566	02/09/23	LAB TESTING	647.25		1184018		D -	PROFESSIONAL SER	651.48484.0446
67566	02/09/23	LAB TESTING	181.36		1184045		D -	PROFESSIONAL SER	651.48484.0446
			828.61	*CHECK TOTAL					
		VENDOR TOTAL	828.61						
MVTV WIRELESS 003372									
67567	02/09/23	AIRPORT INTERNER-FEB	162.95		11699-20230201		D -	COMMUNICATIONS	101.41409.0330
MWO MEDIA C/O MIDWEST OU 003806									
67568	02/09/23	MN SNOWMOBLINING ADS	1,526.00		012023		D -	ADVERTISING	208.45006.0447
NCPERS GROUP LIFE INS. 003799									
67472	02/09/23	LIFE INSURANCE-FEB	96.00		2-2023		D -	INS. PASS THROUG	101.41428.0819
NELSON INTERNATIONAL 000568									
67569	02/09/23	#154577 TRANS COOLER LN	159.12		X101105935:01		D -	INVENTORIES-MDSE	101.125000

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
NELSON INTERNATIONAL 000568									
67569	02/09/23	#186884 BATTTERY BOX	318.53		X101108761:01		D -	INVENTORIES-MDSE	101.125000
67569	02/09/23	#154577 ENGINE OIL PAN	978.26		X101109070:01		D -	INVENTORIES-MDSE	101.125000
67569	02/09/23	#154577 PRESSURE VALVE	37.97		X101109693:01		D -	INVENTORIES-MDSE	101.125000
			1,493.88	*CHECK TOTAL					
		VENDOR TOTAL	1,493.88						
NEW LONDON BUSINESS NETW 003646									
67570	02/09/23	2023 MEMERSHIP DUES	400.00		013023		D -	SUBSCRIPTIONS AN	208.45005.0443
NFPA 001091									
67571	02/09/23	2024 MEMBERSHIP DUES	29.17		8355251X		D -	PREPAID EXPENSES	101.128000
67571	02/09/23	2023 MEMBERSHIP DUES	145.83		8355251X		D -	SUBSCRIPTIONS AN	101.42412.0443
			175.00	*CHECK TOTAL					
		VENDOR TOTAL	175.00						
NORTHERN STATES SUPPLY 000585									
67572	02/09/23	SHOP SUPPLIES	20.29		10-608574		D -	GENERAL SUPPLIES	101.43425.0229
67572	02/09/23	SAFTEY GLASSES	18.97		10-608606		D -	SUBSISTENCE OF P	651.48484.0227
67572	02/09/23	SAFETY EYEWARE	33.39		10-608753		D -	SUBSISTENCE OF P	101.43425.0227
67572	02/09/23	BOLTS	31.85		10-608754		D -	MTCE. OF EQUIPME	101.43425.0224
67572	02/09/23	SHOP SUPPLIES	66.81		10-608763		D -	GENERAL SUPPLIES	101.43425.0229
67572	02/09/23	SHOP SUPPLIES	57.28		10-608905		D -	MTCE. OF EQUIPME	101.43425.0224
67572	02/09/23	SHEARS	259.31		10-608991		D -	SMALL TOOLS	101.43425.0221
			487.90	*CHECK TOTAL					
		VENDOR TOTAL	487.90						
OASIS AERO INC 003286									
67573	02/09/23	AIRPORT MGMT CNTRACT-D	4,000.00		5134		D -	ACCOUNTS PAYABLE	230.202000
67573	02/09/23	AIRPORT MGMT CNTRACT-J	4,000.00		5145		D -	PROFESSIONAL SER	230.43430.0446
			8,000.00	*CHECK TOTAL					
		VENDOR TOTAL	8,000.00						
PETERSON SHOE STORE 000608									
67574	02/09/23	CLANCY-SAFETY BOOTS	157.20		221749		D -	SUBSISTENCE OF P	101.42411.0227
POWER PLAN OIB 000342									
67575	02/09/23	#152243 FUEL PUMP	1,111.79		P8372011		D -	INVENTORIES-MDSE	101.125000
67575	02/09/23	#152243 LOADER INSPECT	1,262.16		W2333311		D -	INVENTORIES-MDSE	101.125000
			2,373.95	*CHECK TOTAL					
		VENDOR TOTAL	2,373.95						
PREMIUM WATERS INC 000374									
67576	02/09/23	DRINKING WATER	60.49		330518690		D -	GENERAL SUPPLIES	101.45435.0229
67576	02/09/23	DRINKING WATER	10.00		330519853		D -	GENERAL SUPPLIES	101.45435.0229
			70.49	*CHECK TOTAL					
		VENDOR TOTAL	70.49						

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
ROMERO/LIDIS .03257									
67577	02/09/23	DAMAGE DEPOSIT REFUND	100.00		020123		D -	REFUNDS AND REIM	101.41428.0882
RUNNING'S SUPPLY INC 001418									
67578	02/09/23	PAINTERS TAPE/ICE MELT	55.96		5817000		D -	GENERAL SUPPLIES	101.45435.0229
67578	02/09/23	DOG FOOD	74.99		5822028		D -	SUBSISTENCE OF P	101.42411.0227
			130.95	*CHECK TOTAL					
		VENDOR TOTAL	130.95						
SERVICE CENTER/CITY OF W 000685									
67579	02/09/23	EQUIPMENT REPAIR-PARTS	29.81		STMT/01-23		D -	MTCE. OF EQUIPME	101.41402.0224
67579	02/09/23	EQUIPMENT REPAIR-PARTS	1,110.38		STMT/01-23		D -	MTCE. OF EQUIPME	101.42411.0224
67579	02/09/23	EQUIPMENT REPAIR-PARTS	4,767.39		STMT/01-23		D -	MTCE. OF EQUIPME	101.43425.0224
67579	02/09/23	EQUIPMENT REPAIR-PARTS	63.01		STMT/01-23		D -	MTCE. OF EQUIPME	101.45433.0224
67579	02/09/23	EQUIPMENT REPAIR-PARTS	34.80		STMT/01-23		D -	MTCE. OF EQUIPME	101.45435.0224
67579	02/09/23	EQUIPMENT REPAIR-PARTS	118.68		STMT/11-22		D -	MTCE. OF EQUIPME	101.42411.0224
			6,124.07	*CHECK TOTAL					
		VENDOR TOTAL	6,124.07						
SHERWIN WILLIAMS CO 000690									
67580	02/09/23	BRUSHES	5.01		5440-6		D -	SMALL TOOLS	101.43425.0221
67580	02/09/23	PAINT	60.76		5442-2		D -	GENERAL SUPPLIES	101.43425.0229
67580	02/09/23	PAINT	70.16		5596-5		D -	MTCE. OF STRUCTU	101.45435.0225
			135.93	*CHECK TOTAL					
		VENDOR TOTAL	135.93						
SHI CORP 000275									
67581	02/09/23	WORKSTATION	2,050.00		B16336341		D -	SMALL TOOLS	101.41409.0221
67581	02/09/23	WORKSTATION	8,050.00		B16348632		D -	SMALL TOOLS	101.41409.0221
			10,100.00	*CHECK TOTAL					
		VENDOR TOTAL	10,100.00						
SIETSEMA/SARA 003218									
67582	02/09/23	MILEAGE-CMWEA MEETING	68.75		011923		D -	SUBSCRIPTIONS AN	101.43418.0443
67582	02/09/23	MILEAGE-MECA CONFERENCE	68.75		012423		D -	TRAVEL-CONF.-SCH	101.43418.0333
			137.50	*CHECK TOTAL					
		VENDOR TOTAL	137.50						
SILVA/AMBER 003699									
67583	02/09/23	WELLNESS PROGRAM-JAN	495.00		020123		D N 01	PROFESSIONAL SER	101.41420.0446
STANDARD INSURANCE COMPA 003796									
67473	02/09/23	LIFE/LTD INSURANCE-FEB	11.80		2-2023		D -	COBRA INS PREMIU	101.120001
67473	02/09/23	LIFE/LTD INSURANCE-FEB	74.69		2-2023		D -	EMPLOYER INSUR.	101.41400.0114
67473	02/09/23	LIFE/LTD INSURANCE-FEB	155.02		2-2023		D -	EMPLOYER INSUR.	101.41402.0114
67473	02/09/23	LIFE/LTD INSURANCE-FEB	40.56		2-2023		D -	EMPLOYER INSUR.	101.41403.0114
67473	02/09/23	LIFE/LTD INSURANCE-FEB	94.72		2-2023		D -	EMPLOYER INSUR.	101.41405.0114
67473	02/09/23	LIFE/LTD INSURANCE-FEB	20.50		2-2023		D -	EMPLOYER INSUR.	101.41408.0114
67473	02/09/23	LIFE/LTD INSURANCE-FEB	65.70		2-2023		D -	EMPLOYER INSUR.	101.41409.0114
67473	02/09/23	LIFE/LTD INSURANCE-FEB	29.63		2-2023		D -	EMPLOYER INSUR.	101.41420.0114

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
STANDARD INSURANCE COMPA		003796											
67473	02/09/23	LIFE/LTD INSURANCE-FEB	4.72		2-2023			D	-			EMPLOYER INSUR.	101.41424.0114
67473	02/09/23	SUPPLEMENTAL LIFE-FEB	16.00		2-2023			D	-			INS. PASS THROUG	101.41428.0819
67473	02/09/23	SUPPLEMENTAL LIFE-FEB	82.90		2-2023			D	-			INS. PASS THROUG	101.41428.0819
67473	02/09/23	SUPPLEMENTAL LIFE-FEB	35.10		2-2023			D	-			INS. PASS THROUG	101.41428.0819
67473	02/09/23	SUPPLEMENTAL LIFE-FEB	13.50		2-2023			D	-			INS. PASS THROUG	101.41428.0819
67473	02/09/23	SUPPLEMENTAL LIFE-FEB	18.00		2-2023			D	-			INS. PASS THROUG	101.41428.0819
67473	02/09/23	SUPPLEMENTAL LIFE-FEB	36.20		2-2023			D	-			INS. PASS THROUG	101.41428.0819
67473	02/09/23	SUPPLEMENTAL LIFE-FEB	698.10		2-2023			D	-			INS. PASS THROUG	101.41428.0819
67473	02/09/23	SUPPLEMENTAL LIFE-FEB	112.30		2-2023			D	-			INS. PASS THROUG	101.41428.0819
67473	02/09/23	SUPPLEMENTAL LIFE-FEB	10.85		2-2023			D	-			INS. PASS THROUG	101.41428.0819
67473	02/09/23	SUPPLEMENTAL LIFE-FEB	100.15		2-2023			D	-			INS. PASS THROUG	101.41428.0819
67473	02/09/23	SUPPLEMENTAL LIFE-FEB	305.50		2-2023			D	-			INS. PASS THROUG	101.41428.0819
67473	02/09/23	SUPPLEMENTAL LIFE-FEB	41.10		2-2023			D	-			INS. PASS THROUG	101.41428.0819
67473	02/09/23	SUPPLEMENTAL LIFE-FEB	27.90		2-2023			D	-			INS. PASS THROUG	101.41428.0819
67473	02/09/23	SUPPLEMENTAL LIFE-FEB	0.70		2-2023			D	-			INS. PASS THROUG	101.41428.0819
67473	02/09/23	SUPPLEMENTAL LIFE-FEB	276.70		2-2023			D	-			INS. PASS THROUG	101.41428.0819
67473	02/09/23	LIFE/LTD INSURANCE-FEB	929.16		2-2023			D	-			EMPLOYER INSUR.	101.42411.0114
67473	02/09/23	LIFE/LTD INSURANCE-FEB	97.18		2-2023			D	-			EMPLOYER INSUR.	101.42412.0114
67473	02/09/23	LIFE/LTD INSURANCE-FEB	10.14		2-2023			D	-			EMPLOYER INSUR.	101.43417.0114
67473	02/09/23	LIFE/LTD INSURANCE-FEB	471.74		2-2023			D	-			EMPLOYER INSUR.	101.43425.0114
67473	02/09/23	LIFE/LTD INSURANCE-FEB	21.35		2-2023			D	-			EMPLOYER INSUR.	101.45001.0114
67473	02/09/23	LIFE/LTD INSURANCE-FEB	91.55		2-2023			D	-			EMPLOYER INSUR.	101.45432.0114
67473	02/09/23	LIFE/LTD INSURANCE-FEB	41.40		2-2023			D	-			EMPLOYER INSUR.	101.45433.0114
67473	02/09/23	LIFE/LTD INSURANCE-FEB	33.17		2-2023			D	-			EMPLOYER INSUR.	101.45435.0114
67473	02/09/23	LIFE/LTD INSURANCE-FEB	10.64		2-2023			D	-			EMPLOYER INSUR.	101.45437.0114
67473	02/09/23	LIFE/LTD INSURANCE-FEB	239.33		2-2023			D	-			EMPLOYER INSUR.	651.48484.0114
67473	02/09/23	LIFE/LTD INSURANCE-FEB	20.40		2-2023			D	-			EMPLOYER INSUR.	651.48485.0114
			4,238.40	*CHECK TOTAL									
		VENDOR TOTAL	4,238.40										
STERLING WATER-MINNESOTA		000188											
67584	02/09/23	SOFTENR RENTAL-FEB	19.45		315X03313300			D	-			RENTS	101.41408.0440
67584	02/09/23	SALT	43.50		315X03324505			D	-			MTCE. OF OTHER I	230.43430.0336
			62.95	*CHECK TOTAL									
		VENDOR TOTAL	62.95										
STREICHER'S		000722											
67585	02/09/23	AMMUNITION	2,953.44		I1613817			D	-			GENERAL SUPPLIES	101.42411.0229
STULEN/DEBORAH		003471											
67586	02/09/23	2023 MCFOA CONFERENCE	380.00		022523			D	-			TRAVEL-CONF.-SCH	101.41403.0333
SYSCO WESTERN MINNESOTA		000161											
67587	02/09/23	CONCESSION SUPPLIES	776.67		253309621			D	-			GENERAL SUPPLIES	101.45433.0229
67587	02/09/23	CONCESSION SUPPLIES	701.96		253313942			D	-			GENERAL SUPPLIES	101.45433.0229
			1,478.63	*CHECK TOTAL									
		VENDOR TOTAL	1,478.63										

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
TAYLOR/RICHARD 003710									
67588	02/09/23	LEADERSHIP TRAINING	50.00		020423		D -	TRAVEL-CONF.-SCH	101.42412.0333
THOMPSON/JUDY 000949									
67589	02/09/23	2023 MCFOA CONFERENCE	305.00		012523		D -	TRAVEL-CONF.-SCH	101.41403.0333
TONYA ZIMMER SIGN LANGUA 003807									
67590	02/09/23	SIGN LANGUAGE-XZAIVIAN	838.70		032744		D -	PROFESSIONAL SER	101.45432.0446
TORKELSON'S LOCK SERVICE 002583									
67591	02/09/23	KEYS/DOOR RPR-PARTS	802.00		9019881		D N 01	PROFESSIONAL SER	420.45506.0446
67591	02/09/23	KEYS/DOOR RPR-LABOR	143.00		9019881		D N 01	PROFESSIONAL SER	420.45506.0446
			945.00	*CHECK TOTAL					
		VENDOR TOTAL	945.00						
UNCOMMON USA INC 001286									
67592	02/09/23	FLAGS FOR CIVIC CENTER	161.60		1227040-IN		D -	GENERAL SUPPLIES	101.45433.0229
UNITED WAY 003798									
67474	02/09/23	UNITED WAY 02/09/23	18.00		2-2023		D -	INS. PASS THROUG	101.41428.0819
US BANK EQUIPMENT FINANC 003143									
67593	02/09/23	500-0576320-000-JAN	157.00		491347191		D -	RENTS	101.42411.0440
67593	02/09/23	500-0664928-000-JAN	701.80		492499942		D -	RENTS	101.41410.0440
			858.80	*CHECK TOTAL					
		VENDOR TOTAL	858.80						
WADSWORTH'S DENT SHOP 003408									
67594	02/09/23	#213428 REPAIR	1,361.31		020123		D -	INSURANCE DEDUCT	101.41428.0822
WEST CENTRAL COMMUNICATI 000796									
67595	02/09/23	PARGER REPAIR-PARTS	27.95		095268S		D -	MTCE. OF EQUIPME	101.42412.0224
67595	02/09/23	PAGER REPAIR-LABOR	195.00		095268S		D -	MTCE. OF EQUIPME	101.42412.0334
67595	02/09/23	#141958 ANTENNA WHIP	15.23		095381S		D -	INVENTORIES-MDSE	101.125000
			238.18	*CHECK TOTAL					
		VENDOR TOTAL	238.18						
WEST CENTRAL SANITATION 000805									
67596	02/09/23	RECYCLING-FEB	102.46		12661621		D -	CLEANING AND WAS	101.43425.0338
67596	02/09/23	RECYCLING-FEB	39.30		12661621		D -	CLEANING AND WAS	101.45432.0338
67596	02/09/23	RECYCLING-FEB	98.82		12661621		D -	CLEANING AND WAS	101.45433.0338
			240.58	*CHECK TOTAL					
		VENDOR TOTAL	240.58						
WEST CENTRAL TRIBUNE 000807									
67597	02/09/23	2024 SUBSCRIPTION	24.70		177823911		D -	PREPAID EXPENSES	101.128000
67597	02/09/23	2023 SUBSCRIPTION	213.80		177823911		D -	SUBSCRIPTIONS AN	101.42411.0443
67597	02/09/23	2024 SUBSCRIPTION	43.19		178706613		D -	PREPAID EXPENSES	101.128000
67597	02/09/23	2023 SUBSCRIPTION	215.90		178706613		D -	SUBSCRIPTIONS AN	101.45001.0443
			497.59	*CHECK TOTAL					

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
WEST CENTRAL TRIBUNE 000807									
		VENDOR TOTAL	497.59						
WILLMAR AUTO VALUE 002689									
67598	02/09/23	#152243 HYD FITTING	23.79		22465579		D -	INVENTORIES-MDSE	101.125000
67598	02/09/23	RETURN BATTERY	36.00CR		22465831		D -	INVENTORIES-MDSE	101.125000
67598	02/09/23	#163318 PLOW SKID SHOES	99.90		22465832		D -	INVENTORIES-MDSE	101.125000
67598	02/09/23	#114532 HYD FITTING	30.99		22466262		D -	INVENTORIES-MDSE	101.125000
67598	02/09/23	TANK HEATER GENERATOR	120.99		22466753		D -	MTCE. OF EQUIPME	651.48485.0224
67598	02/09/23	#183429 SPARK PLUGS	104.88		22467988		D -	INVENTORIES-MDSE	101.125000
67598	02/09/23	SHOP SUPPLIES	815.52		22468110		D -	GENERAL SUPPLIES	101.43425.0229
			1,160.07	*CHECK TOTAL					
		VENDOR TOTAL	1,160.07						
WILLMAR BLOCK 25 LOFTS,L 003805									
67599	02/09/23	DE GRANT-REIMBURSEME	314,800.98		1000		D -	OTHER CHARGES	378.47323.0449
WIN-911 SOFTWARE 003809									
67600	02/09/23	SOFTWARE SUPPORT	1,680.00		1F0EC834		D -	OTHER SERVICES	651.48484.0339
WITMER PUBLIC SAFETY GRO 003291									
67601	02/09/23	TECHNICAL RESCUE HELMETS	273.73		INV188669		D -	SMALL TOOLS	101.42412.0221
WORTHAM/NICOLE 003347									
9287	02/09/23	02/09/23 SETTLEMENT	66,561.29		02/09/2023		D -	SALARIES-REG. EM	101.42411.0110

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
REPORT TOTALS:		1,572,593.50						

RECORDS PRINTED - 000395

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	378,941.22
205	INDUSTRIAL DEVELOPMENT	8,497.20
208	CONVENTION & VISITORS BUREAU	5,131.06
219	CORONAVIRUS RELIEF FUND	1,600.00
230	WILLMAR MUNICIPAL AIRPORT	12,251.87
235	WILLMAR MAIN STREET	537.47
318	D.S. - 2018B BOND	200.00
320	LOCAL OPTION SALES TAX DEBT	400.00
321	D.S. - 2021B BOND	200.00
322	D.S. - 2022A BOND	200.00
338	D.S.-R22 REFRIGERATION 2018A	200.00
378	T.I. (BLOCK 25 HSG LOFTS)	314,800.98
420	LOCAL OPT SALES TAX PROJECTS	945.00
450	CAPITAL IMPROVEMENT FUND	5,307.87
651	WASTE TREATMENT	843,380.83
TOTAL ALL FUNDS		1,572,593.50

BANK RECAP:

BANK	NAME	DISBURSEMENTS
HERT	HERITAGE BANK	1,572,593.50
TOTAL ALL BANKS		1,572,593.50

City of Willmar

City Council Action Request

Council Meeting Date:	February 21, 2023	**Agenda Item Number:**	6.F.
Agenda Section:	Consent Items	**Originating Department:**	Wastewater
Resolution:	Yes	**Prepared By:**	Kelsi Delbosque, Administrative Assistant
Ordinance:	No	**Presented By:**	Gary Manzer, Public Works Director
Item:	Wastewater Purchase/Replacement of Polaris Ranger		

RECOMMENDED ACTION:
Approve the purchase of a 2023 Polaris Ranger XP 1000 Northstar Premium from Motor Sports of Willmar Superstore for the amount of $18,279.

OVERVIEW:
Wastewater staff is requesting the purchase of a 2023 Polaris Ranger unit in accordance with the 2023 Capital Outlay Program. This unit will replace the 2016 Polaris Ranger 900, which has not been reliable and had numerous repairs. The differential went out, there are lots of metal shavings in the transmission, the shift detent is gone, and the cab leaks when it rains. Two quotes were received for the replacement Ranger; one for a Polaris Ranger XP 1000 from Motor Sports of Willmar Superstore in the amount of $18,279 after trade, and one for a 2023 Polaris Ranger Northstar from Larry's Power Equipment in the amount of $18,950 after trade. The Ranger is proposed to be purchased as the low quote of Motor Sports of Willmar Superstore after trade of the existing Polaris Ranger.

BUDGETARY/FISCAL ISSUES:
$25,000 is included in the 2023 Capital budget for the purchase.

Polaris Ranger XP 1000	$29,924
Ranger Trade	-$11,645
Purchase Price	$18,279

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:
1. Resolution - WWTF Polaris Ranger Purchase
2. Vehicle-Replacement Change Request Form
3. 2023 Ranger Quote
4. 900 Ranger Trade-In Pic
5. Willmar Wastewater Quote

RESOLUTION NO. ____

A RESOLUTION APPROVING THE PURCHASE OF A 2023 POLARIS RANGER XP 1000 NORTHSTAR PREMIUM IN THE AMOUNT OF $18,279.

Motion By:________________ Second By:________________

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, the purchase of a 2023 Polaris Ranger XP 1000 Northstar Premium is accepted, and be it further resolved the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into an agreement with Motor Sports of Willmar Superstore for the terms and consideration of the contract in the amount of $18,279.

Dated this 21st day of February, 2023

____
Mayor

Attest:

____
City Clerk

VEHICLE/EQUIPMENT CHANGE REQUEST FORM

Department Head - I am requesting the following to occur: **Check Applicable Box**

Addition - *(To the overall number of vehicles in our fleet):*	☐
Deletion - *(From the overall number of vehicles in our fleet and not to be replaced):*	☐
Replacement - *(To be replaced by another vehicle):*	☐
Replacement Adjustment - *(Move a budgeted vehicle to a different year in the schedule)*	☐
Re-assignment - *(Transfer to another City Dept.):*	☐

Fixed Asset Number:			*Reminder to Attach Photo*
Vehicle Number:	165074	Replacement Cost:	
Vehicle Year:	2016	Vehicle Model:	Polaris Ranger 900
Mileage:	6588 OR	Hours on vehicle:	

*(Comments):*______

Initial ______

Operator or Supervisor *(comments if applicable):*
____ Lots of metal Shavings in transmission, Shift Detent is gone. Makes Hard to find gears. Cab leaks when it Rains.

Initial SC

Mechanic *(comments if applicable):*
____ Has not been a very reliable unit, differential went out early. (Dealership did not make any efforts to satisfie customer, not made for our conditions.)

Initial APS

______***APPROVED*** ______***DENIED*** ***Vehicle/Equipment Committee*** __________ ***Date***

______***APPROVED*** ______***DENIED*** __________________ *City Administrator* __________ *Date*

This document was last reviewed and approved on April 18, 2014

February 3, 2023

City of Willmar Waste Water Treatment Facility

Price Quotes

<u>2023 Polaris Ranger XP 1000 Northstar Premium</u>
**Price guaranteed on 2023 model, but subject to change if manufacturer changes model year to 2024

Unit Price	$29,799.00
Trade Allowance	-$11,645.00
Sales Tax	$0.00
DNR License	$0.00
Documentation Fee	$125.00
Grand Total	**$18,279.00**

Warranty: this comes with a 12 month warranty, but you can add coverage to this that would pay to repair any mechanical breakdown, as well as the electronics.

24 additional months: $1,299
36 additional months: $1,399
48 additional months: $1,499

Please let us know if you have any additional questions.

Josh Kjos, Sales
Motor Sports of Willmar

Motor Sports of Willmar Superstore
4970 Hwy. 71 NE • Willmar, MN 56201
320.235.2351 800.205.7188 fax 320.235.3306
www.MotorSportsOfWillmar.com


XP
900 H.O.
RANGER
XP
POLARIS

Larrys Power Equipment and Rentals Inc

182 Progress Way
Spicer MN 56288
320-796-2525

Buyer's Order

City of Willmar Wastewater

Date	
Order No.	4002039
Salesman	Kevin Lindquist

Willmar MN 56201
H 612-619-2832 W C 612-619-2832

I hereby agree to purchase the following unit(s) from you under the terms and conditions specified. Delivery is to be made as soon as possible. It is agreed, however, that neither you nor the manufacturer will be liable for failure to make delivery.

Unit Information

New/U	Year	Make	Model	Serial No.	Stock No.	Dealer Retail Price
New	2023	Polaris	Ranger NStar	XXXXXXXXXXXXXXXXX	POLRGR-XXX	$27,899.00

Options:

Manufacturer Base Price	$27,899.00
Manufacturer Options (M)	$0.00
Manufacturer Sugg Ret Price	$27,899.00
Dealer Retail Price	$27,899.00
MSRP Customer Discount Savings	$299.00
Customer Price	$27,600.00
Freight	$0.00
Dealer Added Options (D)	$0.00
Customer Added Options	$0.00
Dealer Prep / Rigging Fee	$0.00
Unit Subtotal	$27,600.00
Prepaid Maintenance	$0.00
Title Fees	$0.00
Registration Fees	$0.00
GAP	$0.00
Theft Protection	$0.00
Tire & Wheel	$0.00
Service Contracts	$0.00
Property/Liability	$0.00
Fiberglass Protection	$0.00
UCC	$0.00
Tire Fee	$0.00
Gift Certificates	$0.00
Gel Coat/Vinyl Protection	$0.00
Paint & Fabric Protection	$0.00
Customer Rebates	$0.00
Title/License/Registration Fees	$150.00
Document or Administration Fees	$500.00
Sales Tax	$0.00
Cash Price	$28,250.00
Trade Allowance	$9,300.00
Payoff	$0.00
Net Trade	$9,300.00
Net Sale (Cash Price - Net Trade)	$18,950.00
Credit Life Insurance	$0.00
Accident & Disability	$0.00
Sub Total (Net Sale + Other Charges)	$18,950.00
Cash Down Payment	$0.00
Amount to Pay/Finance	$18,950.00

Notes:
Unit Quoted is a 2023 Polaris Ranger Northstar Premium standard cab - Choice of Color
License included - $500 Doc fee is Polaris Fuel Surcharge - No Freight

Trade Information

2016 Polaris R16RTE87AS 4XARTE874GT135074

Monthly Payment of $0.00 For 0 Months at 0.00% Interest

NOTICE TO BUYER: (1) Do not sign this agreement before you read it or if it contains any blank spaces to be filled in. (2) You are entitled to a completely filled in copy of this agreement. (3) If you default in the performance of your obligations under this agreement, the vehicle may be repossessed and you may be subject to suit and liability for the unpaid indebtedness evidenced by this agreement.
TRADE-IN NOTICE: Customer respresents that all trade in units described above are free of all liens and encumbrances except as noted.
*With Approved Credit. Interest rates and monthly payment are approximate and may vary from those determined by the lendor.

Customer Signature ________________________ Dealer Signature ________________________

Thank You for You Business!

City of Willmar

City Council Action Request

Council Meeting Date:	February 21, 2023	Agenda Item Number:	6.G.
Agenda Section:	Consent Items	Originating Department:	Wastewater
Resolution:	Yes	Prepared By:	Kelsi Delbosque, Administrative Assistant
Ordinance:	No	Presented By:	Gary Manzer, Public Works Director
Item:	Wastewater Purchase/Replacement of 1/2 Ton Pickup		

RECOMMENDED ACTION:
Approve the purchase of a 2023 Chevrolet Silverado 1500 Crew Cab pickup from Schwieters Chevrolet of Willmar, Inc. for the amount of $45,743.26.

OVERVIEW:
Wastewater staff is requesting the purchase of a 1/2 ton pickup in accordance with the 2023 Capital Outlay Program. The current unit, a 2010 Ford F150, is showing wear mechanically as well as on the body and has been used for frequent short trips, which is hard on the motor and transmission. Two quotes were received; one from Atwater Ford for a 2023 F150 in the amount of $47,216.28 after trade, and one from Schwieters Chevrolet of Willmar for a 2023 Silverado in the amount of $45,743.26 after trade. The staff is proposing to proceed with the 2023 Chevrolet Silverado 1500 crew cab pickup from Schwieters as it is the low quote.

BUDGETARY/FISCAL ISSUES:
$50,000 is included in the 2023 Capital budget for the purchase.

Silverado 1500	$54,743.26
F150 Trade	$9,000.00
Total	$45,743.26

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:
1. Vehicle-Equipment Change Request Form
2. 2010 Ford F-150 Trade-In Pic
3. 2023 Chevrolet 1500 Quote
4. 2023 Chevrolet 1500 Specs 1
5. 2023 Chevrolet 1500 Specs 2
6. 2023 Chevrolet 1500 Specs 3
7. Ford F150 Comparable Quote
8. Resolution - Wastewater Silverado Purchase

VEHICLE/EQUIPMENT CHANGE REQUEST FORM

Department Head - I am requesting the following to occur: **Check Applicable Box**

Addition - *(To the overall number of vehicles in our fleet)*:	☐
Deletion - *(From the overall number of vehicles in our fleet and not to be replaced)*:	☐
Replacement - *(To be replaced by another vehicle)*:	☐
Replacement Adjustment - *(Move a budgeted vehicle to a different year in the schedule)*	☐
Re-assignment - *(Transfer to another City Dept.)*:	☐

Fixed Asset Number:			*Reminder to Attach Photo*
Vehicle Number:	104969	Replacement Cost:	
Vehicle Year:	2010	Vehicle Model:	Ford F-150
Mileage:	68,524 OR	Hours on vehicle:	

(Comments):______

Initial ______

Operator or Supervisor *(comments if applicable)*:

____ Rust over Rear wheel wells, Interior is in Rough Shape, Drivers seat tore.

Initial SL

Mechanic *(comments if applicable)*:

____ City driving is alway the hardest miles on a vehicle 2to1 (short trips)

Initial APS

______***APPROVED*** ______***DENIED*** ***Vehicle/Equipment Committee*** ______ ***Date***

______***APPROVED*** ______***DENIED*** ______ *City Administrator* ______ *Date*

This document was last reviewed and approved on April 18, 2014


4X4
CITY OF
WILLMAR
WASTEWATER
TREATMENT
F150
COOPER
DISCOVERER
POLARIS

Name: City Of Willmar
Phone: (320) 235-4913
Sales Manager:
Sales Person: Derek Dionne

Address: P o box 755
WILLMAR, MN 56201

Trade Vehicle: 2010 Ford F150 Super Cab XLT Pickup 4D 6 1/2 ft
VIN: 1FTEX1E88AFA24969 **Mileage:** 72326
DMS Number:

New 2023 Chevrolet Silverado 1500 4WD Crew Cab 147" LT w/1LT

Stock:
VIN: 2GCUDDED3P1104876
Odometer:
Color: DARK ASH METALLIC / JET BLACK
Engine:
Transmission:
MPG:

FINANCE DETAILS

Retail Price	$ 57,295.00
Rebates and incentives	($ 6,400.00)
NET SELLING PRICE	**$ 50,895.00**
TOTAL VALUE ADDS	**$ 837.40**
ADJUSTED SALES PRICE	**$ 51,732.40**
TRADE AMOUNT	**($ 9,000.00)**
TOTAL FEES	**$ 233.25**
TOTAL TAXES	**$ 2,777.61**
SALES SUB TOTAL	**$ 45,743.26**
TOTAL AMOUNT DUE	**$ 45,743.26**

YOU'RE SAVING $6,985.00
$6,400.00 off with Rebates/Incentives
$585.00 with Trade Tax Credit

×
Customer Signature

×
Sales Signature

GlobalConnect DEREK DIONNE February 7, 2023

Update My Profile
Logout

Global Warranty Management: Main > Interface With Customer > View Vehicle Build

INTERFACE WITH CUSTOMER

View Vehicle Build

This screen allows IVH users to view the initial build information on the selected VIN including option codes with descriptions (where available).

For this vehicle:
- View Vehicle Summary
  - Service Contract
  - Branded Title
  - Warranty Block
- View Vehicle Build
- View Vehicle Component Summary
- View Vehicle Transaction History Detail
- View Vehicle Delivery Information
- Investigate Major Assembly History

Vehicle Information

VIN: 2GCUDDED3P1104876 Model: CK10543-2023 SILVERADO 1500 CREW CAB 4WD
Service Contract: No Branded Title: No Warranty Block: No PDI Status: Yes
Order Type: 70 - RETAIL - STOCK
Field Actions: 0 Open

REQUEST ANOTHER VIN

Vehicle Build

Model: CK10543 - 2023 SILVERADO 1500 CREW CAB 4WD
Gross Vehicle Weight: 3,223

Order Number: BZHFG9
Build Date: 10/17/2022
Build Plant: 1

Option Codes

*IVH is not the definitive source of GM Vehicle RPO information and is intended for service reference only. Should there be any questions about the vehicle's original build or RPO information please refer to the original vehicle invoice or window sticker.

00J - VDS TRACKING CODE - EQUIPPED WITH DIAG MODULE DESIGN 2	08R - CREDIT - NOT EQUIPPED WITH 120V AC INSTRUMENT PANEL AND CARGO BED POWER OUTLETS (INCLUDES LATER RETROFIT)
0ST - VAA/COMPONENT REL FRONT SEAT	1LT - LT EQUIPMENT GROUP
1SZ - OPTION PACKAGE DISCOUNT	2ST - VAA/COMPONENT REL REAR SEAT
3ST - VAA/COMPONENT REL REAR SEAT	4AA - INTERIOR TRIM
4ST - VAA/COMPONENT REL REAR SEAT	5FC - VAA/COMPONENT REL FRONT
5ST - VAA/COMPONENT REL REAR SEAT	63G - MULTI-FLEX TAILGATE STEP (DEALER INSTALLED)
6HD - COMPONENT FRT LH COMPUTER	7HD - COMPONENT FRT RH COMPUTER
8AT - COMPONENT	9AT - COMPONENT RR RH
A2X - 10-WAY POWER DRIVER SEAT	A68 - SEAT, REAR 60/40 FOLDING BENCH
A7E - 7-WAY PASSENGER SEAT ADJUSTER	AED - WINDOWS, POWER FRONT, PASSENGER EXPRESS DOWN
AEQ - POWER WINDOWS, REAR	AKO - DEEP-TINTED GLASS
AL0 - SENSOR INDICATOR INFLATABLE	ASV - EQUIPMENT-SENSOR AIR MOISTURE & W/S TEMP
AU3 - DOOR LOCKS, POWER	AVI - FRONT ROW SEAT BELT ADJUSTABLE GUIDE LOOPS
AVJ - KEYLESS OPEN AND START	AXG - POWER WINDOWS, FRONT DRIVER
AXK - VEHICLE TYPE TRUCK	AY0 - AIRBAGS DRIVER AND FRONT PASS
AZ3 - SEATS, FRONT 40/20/40 SPLIT-BENCH WITH COVERED ARMREST STORAGE	B30 - CARPET FLOOR COVERING
B32 - FRONT FLOOR MATS	B33 - REAR FLOOR MATS
B59 - REMOTE START PACKAGE * REMOTE START * CONTENT THEFT ALARM * REAR WINDOW DEFOGGER	BTM - PUSH BUTTON START
BTV - REMOTE VEHICLE STARTER SYSTEM	BWN - CORNERSTEP REAR BUMPER
C49 - REAR-WINDOW DEFOGGER	C59 - REAR AIR VENTS
C5Y - GVWR: 7,100 LBS. (3,221 KG)	CJ2 - DUAL-ZONE AIR CONDITIONING
CTT - HITCH GUIDANCE	D31 - MIRROR, MANUAL INSIDE RR VIEW
D75 - DOOR HANDLES	DLF - MIRRORS, OUTSIDE HEATED POWER-ADJUSTABLE

DP9 - CHROME MIRROR CAPS
E35 - PICKUP BOX INNER-STEEL
E63 - PICKUP BED
EF7 - COUNTRY UNITED STATES OF AMERICA (USA)
ENL - ENG CONTROL DISABLE START/STOP
F48 - CHASSIS DRIVE LINE-FOUR WHEEL DRIVE(4WD)
FE9 - 50-STATE EMISSIONS
FJW - VEHICLE FUEL-GASOLINE E15
G6M - DARK ASH METALLIC
G80 - AUTO-LOCKING REAR DIFFERENTIAL
GF3 - TRIM PACKAGE- LT
GU5 - REAR AXLE: 3.23 RATIO
H0U - JET BLACK
IOK - CHEVROLET INFOTAINMENT 3 13.4" DIAG COLOR TOUCHSCREEN
J23 - ENGINEERING YEAR 2023
J61 - BRAKES, 4-WHEEL ANTILOCK
JBP - BRAKE LINING WEAR INDICATOR
JL1 - TRAILER BRAKE CONTROLLER
K34 - CRUISE CONTROL
KA1 - HEATED DRIVER AND FRONT PASSENGER SEATS
KC4 - COOLING, EXTERNAL ENGINE OIL COOLER
KC9 - 120V CARGO BED POWER OUTLET
KI3 - HEATED STEERING WHEEL
KI4 - 120V INSTRUMENT PANEL & CARGO BED POWER OUTLETS
KL9 - AUTOMATIC STOP/START
KNP - TRANSMISSION OIL COOLER
KW7 - 170-AMP ALTERNATOR
L84 - ENGINE: 5.3L ECOTEC3 V8 WITH DYNAMIC FUEL MANAGEMENT
MAH - MARKETING AREA NORTH AMERICA
MHT - TRANSMISSION: 10-SPEED AUTO
N37 - STEERING COLUMN, MANUAL TILT AND TELESCOPING
N57 - STEERING WHEEL, WRAPPED
NB5 - EXHAUST, SINGLE OUTLET
NP0 - TRANSFER CASE-ACTIVE, SINGLE SPEED,SWITCH ACTIVATED,ALUM
NTB - EMISSION SYSTEM
OST - OSHAWA PLANT
PCL - CONVENIENCE PACKAGE
PDU - ALL STAR EDITION
PED - CHEVY SAFETY ASSIST * AUTOMATIC EMERGENCY BRAKING * FRONT PEDESTRIAN BRAKING * LANE KEEP ASSIST W/ LANE DEPARTURE WARNING * FOLLOWING DISTANCE INDICATOR * FORWARD COLLISION ALERT * INTELLIBEAM
PPW - WIRELESS PHONE PROJECTION
QDS - ALL-TERRAIN TIRES
QK2 - MULTIFLEX TAILGATE
QT5 - EZ LIFT POWER LOCK AND RELEASE TAILGATE
R6Y - OPD CONTENT NOT DESIRED
R7N - CREDIT - NOT EQUIPPED WITH STEERING COLUMN LOCK
RCV - 18" BRIGHT SILVER PAINTED ALUMINUM WHEELS
RM7 - WHEEL, SPARE
RSR - REAR SEAT REMINDER
SAF - TIRE CARRIER LOCK
SLM - SALES PROCESSING STOCK ORDERS
SU4 - AXLE FRONT
SU7 - AXLE RR
T8Z - BUCKLE TO DRIVE
TDM - TEEN DRIVER MODE
TQ5 - INTELLIBEAM-AUTO HIGH BEAM
U2K - SIRIUSXM RADIO CAPABLE, TRIAL INCLUDED WITH SUBSCRIPTION SOLD SEPARATELY
U73 - ANTENNA
UBI - 2ND ROW USB CHARGE PORTS (2)
UBJ - IP USB PORTS (2)
UDV - 12.3" DRIVER INFO CENTER
UE1 - ONSTAR & CHEVROLET CONNECTED CAPABLE
UE4 - FOLLOWING DISTANCE INDICATOR
UEU - FOLLOWING DISTANCE INDICATOR
UF2 - LED CARGO AREA LIGHTING
UHX - LANE KEEP ASSIST WITH LANE DEPARTURE WARNING
UHY - AUTOMATIC EMERGENCY BRAKING
UJN - TIRE PRESSURE MONITORING SYS
UK3 - STEERING WHEEL AUDIO CONTROLS
UKJ - FRONT PEDESTRIAN BRAKING
UMN - SPEEDOMETER INST, MILES & KILO, MILES ODOMETER
UQF - 6-SPEAKER AUDIO SYSTEM
URC - SWITCH-FLEXRIDE MODE SYSTEM
URD - INFOTAINMENT DISPLAY- NORMALLY BLACK COLOR (TFT) 13.4", 2400X960P
UTJ - THEFT-DETERRENT SYSTEM
UVB - HD REAR VISION CAMERA
V46 - CHROME BUMPERS
V76 - BLACK RECOVERY HOOKS
V8D - VEHICLE STATEMENT US
VJH - BUMPER, REAR CHROME
VK3 - FRONT LICENSE PLATE KIT
VRF - VAA/COMPONENT REL
VRG - VAA/COMPONENT REL COCKPIT
VRH - VAA/COMPONENT REL STEERING COLUMN
VRK - VAA/COMPONENT REL ROOF TRIM
VRL - VAA/COMPONENT REL FRONT HORIZONTAL SUSPENSION
VRM - VAA/COMPONENT REL FRONT VERTICAL SUSPENSION
VRN - VAA/COMPONENT REL REAR SUSPENSION
VRR - VAA/COMPONENT REL TIRES & WHEELS
VSX - LABEL TOWING
VT7 - OWNERS MANUAL ENGLISH LANGUAGE

VTI - SHUTTERS-FRONT GRILLE, ACTIVE, UPR
VV4 - WI-FI (R) HOTSPOT CAPABLE; (SUBJECT TO TERMS SEE ONSTAR.COM)
WLD - WINDOW CONTROL-REMOTE EXPRESS
WMX - VIN MODEL YEAR 2023
X88 - MARKET BRAND CHEVROLET
XCQ - SPARE TIRE
YM8 - IDENTIFICATION LIMITED PERSONALIZATION OPTION (LPO)
Z82 - TRAILERING PACKAGE
Z85 - STANDARD SUSPENSION PACKAGE
ZL3 - SALES PACKAGE-CONVENIENCE
ZM9 - SALES PACKAGE - CONV PACKAGE

Added Option Codes

Vehicle has no current record of SAIO codes.

ATWATER Ford "The Friendly Place"

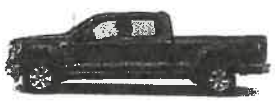
ATWATER FORD INC.
WEST HWY 12 BOX 688
ATWATER, MN, 56209

Rep: Nicholas Rossell
Phone: (320) 974-8811
Fax:

Date: 02/03/2023
Key: CITY230203A
Tax: No Tax

Vehicle

2023 FORD F-150 XLT



Stock #	Build
Type	New Vehicle
Model #	W1E
Exterior	CARBONIZED GRAY METALLIC
Engine	5.0L V8
Transmission	ELECTRONIC 10-SPEED AUTO
Drive	Four Wheel Drive
Body	4WD SuperCrew 6.5' Box
Odometer	0

Options

Base Price	$53,045.00
995 - ENGINE: 5.0L V8	$0.00
44G - TRANSMISSION: ELECT	$0.00
302A - EQUIPMENT GROUP 3	$5,955.00

-inc: Class IV Trailer Hitch Receiver, towing capability up to TBD lbs, on 3.3L V6 PFDI engine (99B) and 2.7L EcoBoost engine (99P) or up to TBD lbs, on 3.5L EcoBoost engine (998) and 5.0L V8 engine (995), 7/4-pin connector, class IV trailer hitch receiver, smart trailer tow connector (BLIS w/trailer tow coverage where BLIS is available), XLT Chrome Appearance Package, lower grille trim, Chrome Single-Tip Exhaust, Tires: 275/65R18 BSW A/T, Chrome Door & Tailgate Handles w/Body-Color Bezel, bezel on side doors and black on tailgate, Wheels: 18" Chrome-Like PVD, 2-Bar Style Grille w/Chrome 2 Minor Bars, silver painted surround and black background mesh, Bright Polished Step Bars, Zone Lighting, Intelligent Access w/Push Button Start, approach detection, SecuriCode Drivers Side Keyless-Entry Keypad, 10-Way Power Driver & Passenger Seats, Multi-adjustable power front passenger seat and power lumbar driver/passenger, Onboard 400W Outlet,
Replaces two (2) front USB charge only ports and an additional outlet in the bed, Remote Start System w/Remote Tailgate Release, Dual Zone Electronic Automatic Temperature Control, LED Sideview Mirror Spotlights, high-intensity LED security approach lamps, Power Glass Heated Sideview Mirrors, manual folding, turn signal and black skull caps, Auto-Dimming Rearview Mirror, 8" Productivity Screen in Instrument Cluster, SYNC 4 w/Enhanced Voice Recognition, 12" LCD capacitive touchscreen w/swipe capability, information on demand panel, wireless phone connection, cloud connected, AppLink w/App catalog, 911 Assist, Apple CarPlay and Android Auto compatibility, digital owners manual, conversational voice command recognition and connected navigation, Note: Navigation services require SYNC 4 and FordPass Connect (optional on select vehicles), complimentary connect service and the FordPass app (see FordPass Terms for details),
Eligible vehicles receive a complimentary 90-day trial of navigation services that begins on the new vehicle warranty start date, Customers must unlock the navigation service trial by activating the eligible vehicle w/a FordPass member account, If not subscribed by the end of the complimentary period, the navigation service will terminate, Connected service and features depend on compatible AT&T network

Customer

Name	CITY OF WILLMAR	Source	
Address	2201 NE 23RD ST; SUITE 102	Lead	NotSet
City, State	WILLMAR, MN	Home Phon	(320) 262-9826
Code	1750	Business	(320) 235-2244
Email	mholme@willmarmn.gov	Cell	(320) 262-9836
Zip Code	56201	Contract Da	02/03/2023
CoBuyer		Payment D	02/03/2023

Cash Deal

Selling Price	$53,991.28	Payout Lien Amount	$0.00
Credit Card Fee	$0.00	Deposit	$0.00
Vehicle Transport Fee	$0.00	GPC	($100.00)
Electric Vehicle Surcharg	$0.00	**Total Balance**	**$47,216.28**
License Fee	$0.00		
Title Fee	$0.00		
State Technology Fee	$0.00		
Doc fee	$125.00		
Wheelage tax	$0.00		
Registration Fee	$0.00		
Transfer Fee	$0.00		
Accessories Paid Upfront	$0.00		
Optional Electronic Trans	$0.00		
State Deputy Filing Fee	$0.00		
Contribution Fee	$0.00		
Transit Tax	$0.00		
Public safety vehicle fee	$0.00		
Trade	($6,800.00)		
Sub Total	**$47,316.28**		

availability, Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features, FordPass App, compatible w/select smartphone platforms, is available via a download, Message and data rates may apply, Radio: AM/FM SiriusXM w/360L, 7 speakers and a three (3)-month prepaid subscription, Service is not available in Alaska and Hawaii Trial length and service availability may vary by model, model year or trim, Details: SiriusXM audio and data services each require a subscription sold separately, or as a package,
by Sirius XM Radio Inc, Your SiriusXM service will automatically stop at the end of your trial unless you decide to subscribe, If you decide to continue service after your trial, the subscription plan you choose will automatically renew thereafter and you will be charged according to your chosen payment method at then- current rates, Fees and taxes apply, To cancel you must call SiriusXM at 1-866-635-2349, See SiriusXM Customer Agreement for complete terms at www.siriusxm.com, All fees and programming subject to change, Not all vehicles or devices are capable of receiving all services offered by SiriusXM, Current information and features may not be available in all locations, or on all receivers, Satellite and streaming lineups vary slightly, 2020 Sirius XM Radio Inc, Sirius, XM, SiriusXM and all related marks and logos are trademarks of Sirius XM Radio Inc, Wrapped Steering Wheel, LED Reflector Headlamps, LED fog lamps w/LED cornering lamp in fog lamps, Heated Front Seats,
Rear Under-Seat Storage

X27 - 3.31 AXLE RATIO	$0.00
64T - WHEELS: 18" CHROME-	$0.00
T88 - TIRES: 275/65R18 BSW	$0.00
M7 - CARBONIZED GRAY MET	$0.00
MS - BLACK W/MEDIUM DARK	$0.00
EQUIPMENT GROUP 302A HI	($2,000.00)
153 - FRONT LICENSE PLATE	$0.00

-inc: Standard in states requiring 2 license plates, optional to all others

18C - BRIGHT POLISHED STE	$0.00
50M - INTERIOR WORK SURF	$195.00
52X - AUTO START-STOP REM	($50.00)
53A - TRAILER TOW PACKAG	$1,325.00

-inc: Towing capability up to TBD lbs, tailgate LED, Integrated Trailer Brake Controller, Class IV Trailer Hitch Receiver, towing capability up to TBD lbs, on 3.3L V6 PFDI engine (99B) and 2.7L EcoBoost engine (99P) or up to TBD lbs, on 3.5L EcoBoost engine (998) and 5.0L V8 engine (995), 7/4-pin connector, class IV trailer hitch receiver, smart trailer tow connector (BLIS w/trailer tow coverage where BLIS is available), Pro Trailer Backup Assist & Pro Trailer Hitch Assist

59S - LED SIDEVIEW MIRROR	$0.00

-inc: high-intensity LED security approach lamps

67T - INTEGRATED TRAILER	$0.00
68L - BED UTILITY PACKAGE	$695.00

-inc: BoxLink, 4 premium locking cleats, Zone Lighting, LED Box Lighting, Tailgate Step w/Tailgate Work Surface

86B - XLT CHROME APPEARA	$0.00

-inc: lower grille trim, Chrome Single-Tip Exhaust, Tires: 275/65R18 BSW A/T, Chrome Door & Tailgate Handles w/Body-Color Bezel, bezel on side doors and black on tailgate, Wheels: 18" Chrome-Like PVD, 2-Bar Style Grille w/Chrome 2 Minor Bars, silver painted surround and black background mesh, Bright Polished Step Bars

Vehicle Price	**$59,165.00**
Adjustments	($5,173.72)
Selling Price	**$53,991.28**

Trade

2010 FORD F-150 XLT

VIN	1FTEX1E88AFA24969
Mileage	0

Exterior	DARK BLUE
Allowance	$6,800.00
Lien	$0.00

I / We have reviewed the above disclosure and agree to the vehicle, price and payment information as declared.

x ____
CITY OF WILLMAR

x ____
Dealer Acceptance

RESOLUTION NO. _____

A RESOLUTION APPROVING THE PURCHASE OF A 2023 SILVERADO 1500 IN THE AMOUNT OF $45,743.26.

Motion By:____________________ Second By:____________________

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, the purchase of a 2023 Chevrolet Silverado 1500 from Schwieters Chevrolet of Willmar, Inc. is accepted, and be it further resolved 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 total amount of $45,743.26.

Dated this 21st day of February, 2023

____
Mayor

Attest:

____
City Clerk

City of Willmar

City Council Action Request

Council Meeting Date:	February 21, 2023	**Agenda Item Number:**	6.H.
Agenda Section:	Consent Items	**Originating Department:**	Wastewater
Resolution:	Yes	**Prepared By:**	Kelsi Delbosque, Administrative Assistant
Ordinance:	No	**Presented By:**	Gary Manzer, Public Works Director
Item:	Wastewater UV Hydraulic Wipers Purchase		

RECOMMENDED ACTION:
Adopt the resolution entering into an agreement with Great Northern Environmental for 12 UV Hydraulic Wipers in the amount of $26,658.

OVERVIEW:
Wastewater staff is requesting entering into an agreement with Great Northern Environmental for the purchase of 12 UV hydraulic wipers. The wipers clean the UV bulbs to help them run at peak electrical efficiency. MPCA requires Wastewater to disinfect our effluent water to control and meet our state permit limits for fecal cloriform that leaves the plant and enters into receiving waters. The current wipers are 12 years old and not functioning like they should and have reached their useful life. A second quote was not received as this is a specialty item and no other vendors carry them.

BUDGETARY/FISCAL ISSUES:
The purchase is budgeted in the Wastewater operating budget.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:
1. 23010017 - Trojan - Willmar, MN Quote
2. Resolution - UV Hydraulic Wipers Purchase

Great Northern Environmental

1300 Helmo Avenue N
Oakdale, MN 55128

QUOTE

Date	Estimate #
1/31/2023	23010017

Name / Address
City of Willmar 333 6th Street SW PO Box 755 Willmar, MN 56201

Ship To
Willmar WWTP 3000 75th Street SW Willmar, MN 56201

Item	Description	Qty	Rate	Total
Trojan - 326411	Hydraulic Cylinder, Wiper UV3+ GEN2	12	2,221.50	26,658.00T
	Discounted pricing good through 03/2023			

Freight not included.

Subtotal	$26,658.00
Sales Tax (0.0%)	$0.00
Total	$26,658.00

RESOLUTION NO. _____

A RESOLUTION APPROVING THE PURCHASE OF UV HYDRAULIC WIPERS IN THE AMOUNT OF $26,658.

Motion By:_____________________ Second By:_____________________

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, the purchase of 12 UV Hydraulic Wipers is accepted, and be it further resolved 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 total amount of $26,658.

Dated this 21st day of February, 2023

____
Mayor

Attest:

____
City Clerk

City of Willmar

City Council Action Request

Council Meeting Date:	February 21, 2023	Agenda Item Number:	6.I.
Agenda Section:	Consent Items	**Originating Department:**	Public Works
Resolution:	Yes	**Prepared By:**	Kelsi Delbosque, Administrative Assistant
Ordinance:	No	**Presented By:**	Gary Manzer, Public Works Director
Item:	Public Works Golf Cart Purchase		

RECOMMENDED ACTION:
Adopt the resolution reappropriating funds from the Public Works Kubota Mowers purchase to the Public Works Golf Cart purchase in the amount of $9,739.18.

Approve the purchase of a 2022 EZ-Go TXT Valor gas golf cart from Country Cat in the amount of $9,739.18.

OVERVIEW:
Staff is requesting the purchase and replacement of a golf cart for the Brush Site. The current unit, a 1985 EZ-Go golf cart, is used by the Brush Site Attendant to patrol the area and pick up debris left behind by users. The unit is beyond repair, with numerous mechanical issues and parts no longer being manufactured. Two quotes were received for the golf cart; one from S.T. Sports for an RXV EX1 cart in the amount of $12,833.46, and one from Country Cat for an EZ-Go TXT Valor cart in the amount of $9,739.18. Staff would like to proceed with the low quote from Country Cat and purchase the cart with leftover funds from the Kubota mowers purchase last month.

BUDGETARY/FISCAL ISSUES:
$9,739.18 is proposed to be reappropriated from the $43,160.18 leftover from the Kubota mowers purchase in January. Staff was able to stay considerably under budget on the mowers by reusing the cabs and attachments from the previous units.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:
1. Letter for golf cart replacement 2023
2. Image_083
3. Resolution - PW Golf Cart Purchase
4. Golf Cart Reappropriation

WILLMAR

PUBLIC WORKS
DEPARTMENT
DIRECTOR

333 SW 6TH ST
WILLMAR, MN 56201
320-235-4202

Memorandum

TO: **Leslie Valiant City Administrator**

FROM: **Gary Manzer, Public Works Director**

DATE: **February 14TH 2023**

RE: **Purchase of a Golf Cart**

Staff is asking to replace our 1985 EZ-Go golf cart. This cart is used by staff at our brush/compost site to patrol the area and pick debris left behind by users. The unit is experiencing many mechanical issues to the point it is no longer repairable due to the lack of available parts. I am requesting approval to use excess funds left over from our Kubota mower purchases to buy the new golf cart. The reason we have extra funds is because we are able to reuse our cabs from our old mowers that are still in good shape.

Please let me know if you concur with this submittal.

gm

Approval____________________________

VEHICLE/EQUIPMENT CHANGE REQUEST FORM

Department Head - I am requesting the following to occur: **Check Applicable Box**

Addition - *(To the overall number of vehicles in our fleet)*:	☐
Deletion - *(From the overall number of vehicles in our fleet and not to be replaced)*:	☐
Replacement - *(To be replaced by another vehicle)*:	☒
Replacement Adjustment - *(Move a budgeted vehicle to a different year in the schedule)*	☐
Re-assignment - *(Transfer to another City Dept.)*:	☐

Fixed Asset Number:				*Reminder to Attach Photo*
Vehicle Number:	846900	Replacement Cost:		
Vehicle Year:	1984	Vehicle Model:	E-Z-GO	
Mileage:	N/A OR	Hours on vehicle:	N/A	

(Comments): This golf cart is used by the brushsite attendents. It allows them to be more mobile and interact with the public to ensure only proper materials are being dumped at the brush site.

Initial KR

Operator or Supervisor *(comments if applicable)*:

This is very old and is very much needed to patrol and pick up debris left behind

Initial GM

Mechanic *(comments if applicable)*:

Due to the age of the unit many of the parts have become obsolete. The engine has low compression and many repairs have been complete in the last two years to keep the cart usable. I suggest replacement.

Initial KR

______***APPROVED*** ______***DENIED*** ***Vehicle/Equipment Committee*** __________ ***Date***

______***APPROVED*** ______***DENIED*** ____________________ *City Administrator* __________ *Date*

This document was last reviewed and approved on April 18, 2014

Hi Kyle here is a typed up quote for you,

2022 Ezgo TXT Valor Gas vin # EZGDEBCAEN3571100 Platinum model #680346 PRICE $ 8,999

MN

TAX $641.18

Doc

Fee $99.00

TOTAL
PRICE
$9,739.18

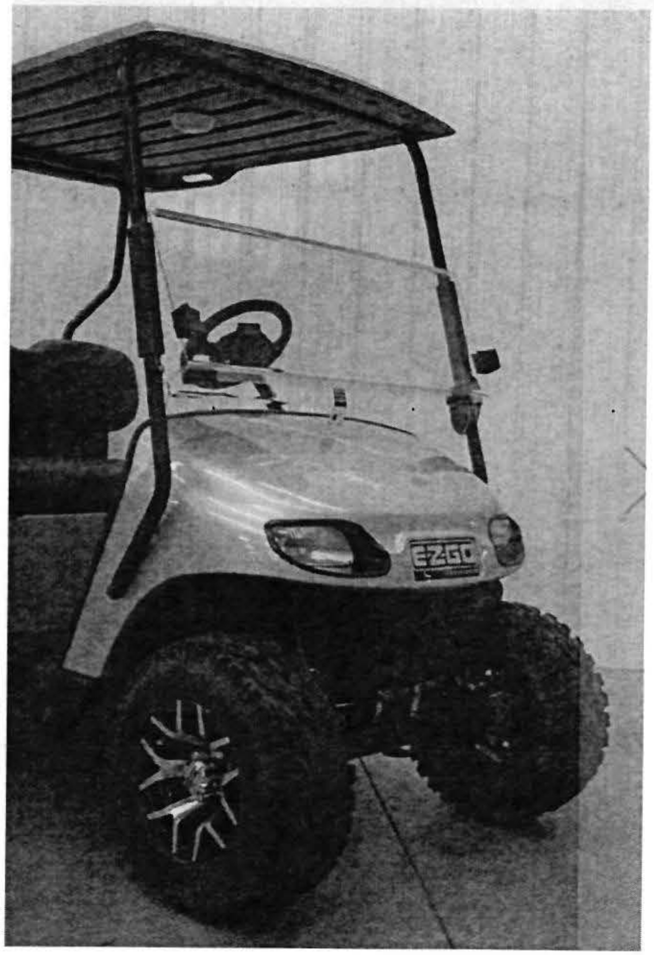
Thank you and let me know if you have any additional questions. Jon P

Jon Panitzke
Sales Department
Country Cat
Phone: 320-352-3534
Text: 320-352-8027
Fax: 320-352-6372

Follow us on Facebook at www.facebook.com/countrycatinc
Follow us on Twitter at www.twitter.com/countrycatinc

Check out support.countrycat.com It's loaded with tons of information for Arctic Cat and E-Z-GO products. Service Manuals, Wiring Diagrams, Tool Catalogs, Accessory Installation Instructions and much more!

You can check the status of reply to this support request online at:
https://www.countrycat.com/helpdesk/ticket/external/id/7c3810909d2e6f68f9c3e5a4df2465e8/



BRAND NEW 2022 Valor Gas EX1

IN STOCK! On Display

In Stock Qty: 1

Stock # 1100

$8,999.00 ~~$10,399.00~~

GET OUR PRICE NOW

Pricing, specifications, and availability subject to chai
Contact the sales department for more information.

Text Call

Q U O T A T I O N

S.T. SPORTS
1407 WEST LINCOLN AVE
OLIVIA, MN 56277 USA
Phone #: (320)523-5847
Fax #: (320)523-1887

PHONE #:
CELL #:
ALT. #:
P.O.#:
TERMS: **Cash**
SALES TYPE: **Quote**

DATE: **2/13/2023**
ORDER #: **1039309**
CUSTOMER #: **6398**
CP: **Cassey**
LOCATION: **1**
STATUS: **Active**

BILL TO **6398**
Cash

SHIP TO
Cash

MFR	PRODUCT NUMBER	DESCRIPTION	QTY	PRICE	NET	TOTAL
EZG	680396	RXV EX1 EFI GAS	1	$11,952.00	$11,952.00	$11,952.00

Prices reflected on this quote are valid for 30 days.

SUBTOTAL:	**$11,952.00**
TAX:	**$881.46**
ORDER TOTAL:	**$12,833.46**

Authorized By: ______________________

RESOLUTION NO. _____

A RESOLUTION APPROVING THE PURCHASE OF A 2022 EZ-GO TXT VALOR GOLF CART IN THE AMOUNT OF $9,739.18.

Motion By:____________________ Second By:____________________

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, the purchase of a 2022 EZ-Go TXT Valor Golf Cart from Country Cat is accepted, and be it further resolved 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 total amount of $9,739.18.

Dated this 21st day of February, 2023

____
Mayor

Attest:

____
City Clerk

Resolution No.___________

REAPPROPRIATING FUNDS FROM PUBLIC WORKS KUBOTA MOWERS TO THE PUBLIC WORKS GOLF CART PURCHASE FOR THE AMOUNT OF $9,739.18.

Motion By:_______ Second By:_______

BE IT RESOLVED by the City Council of the City of Willmar, to re-appropriate $9,739.18 from the Public Works Kubota Mowers purchase to the Public Works Golf Cart purchase.

BE IT FURTHER RESOLVED by the City Council of the City of Willmar to authorize the Finance Director to amend the Capital Improvement Fund Budget as follows:

Decrease:	Public Works Kubota Mowers amount.	$9,739.18
Increase:	Public Works Golf Cart amount,	$9,739.18

Dated this 21st day of February, 2023

____
Mayor

Attest:

____
City Clerk

City of Willmar

City Council Action Request

Council Meeting Date:	February 21, 2023	Agenda Item Number:	6.J.
Agenda Section:	Consent Items	Originating Department:	City Clerk
Resolution:	Yes	Prepared By:	Judy Thompson, City Clerk
Ordinance:	No	Presented By:	Judy Thompson, City Clerk
Item:	Willmar Township Fire Agreement		

RECOMMENDED ACTION:
Adopt the Resolution Authorizing the Mayor and City Administrator to Execute the Fire Agreement with Willmar Township for the period April 1, 2023, through March 31, 2024.

OVERVIEW:
Willmar Township is under an annual contract for Willmar Fire Department service. A statewide formula has been used for decades to calculate the Township cost sharing proposal and is enclosed with current numbers.

Willmar Township

2023 **$26,976.16 based on 74 firefighter hours accumulated in 2022**
2022 $29,717.23 based on 91 firefighter hours accumulated in 2021
2021 $31,838.72 based on 179 firefighter hours accumulated in 2020
2020 $28,408.48 based on 126 firefighter hours accumulated in 2019
2019 $30,366.27 based on 220 firefighter hours accumulated in 2018
2018 $22,482.47 based on 142 firefighter hours accumulated in 2017

BUDGETARY/FISCAL ISSUES:
$26,976.16 for the Willmar Townships fiscal year of which, $13,488.08 is due April 1, 2023, and $13,488.08 is due October 1, 2023.

ALTERNATIVES TO CONSIDER:
N/A
ATTACHMENTS:
1. Resolution - Willmar Township Fire Agreement
2. Willmar Township Fire Agreement
3. Willmar Township Fire Cost Formula

RESOLUTION NO.

A RESOLUTION APPROVING WILLMAR TOWNSHIP FIRE AGREEMENT IN THE AMOUNT OF $26,976.16

Motion By: ______________________ Second By: ______________________

WHEREAS Willmar Township annually contracts with the City of Willmar Fire Department for fire protection services; and

WHEREAS it is the established practice of the City of Willmar to use a statewide formula to calculate the township cost sharing proposal;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Willmar, a municipal corporation of the State of Minnesota, that the Mayor and City Administrator be authorized to execute the fire protection agreement with Willmar Township for the period April 1, 2023 through March 31, 2024, in the amount of $26,976.16.

Dated this 21st day of February 2023.

____
MAYOR

Attest:

____
CITY CLERK

AGREEMENT FOR FIRE DEPARTMENT SERVICE

THIS AGREEMENT, made this _____ day of ____________, 2023, by and between the City of Willmar, a municipal corporation of Kandiyohi County, Minnesota, hereinafter referred to as "City", and the Township of Willmar, a political subdivision of the State of Minnesota, hereinafter referred to as "Township".

WHEREAS, the Township deems it advisable to have available for the benefit of the residents of said Township services of the City's Fire Department, and the electors of said Township having, pursuant to law, provided a fund for the furnishing of said services, and

WHEREAS, the City has authorized its Mayor and City Administrator to enter into a contract with the Township for the furnishing of said services;

NOW, THEREFORE, IT IS AGREED between the parties hereto, that for the period commencing April 1, 2023, and terminating March 31, 2024, the Fire Department of the City will answer fire calls within the Township of Willmar which the City is requested to answer by the township, and will respond to such calls with such fire fighting apparatus of the City Fire Department as may be authorized by the Insurance Services Office, and all equipment and resources deemed necessary by the incident commander, and will render all assistance possible in the saving of life and property, subject to City retaining in its corporate limits sufficient firefighters and equipment to maintain its fire class rating, and subject to the terms of this Agreement.

As payment for such services, the Township agrees to pay, pursuant to the formula attached hereto and made a part hereof, the amount of TWENTY-SIX THOUSAND, NINE HUNDRED SEVENTY-SIX DOLLARS AND SIXTEEN CENTS ($26,976.16) payable THIRTEEN THOUSAND, FOUR HUNDRED EIGHTY-EIGHT DOLLARS AND EIGHT CENTS, ($13,488.08) on April 1, 2023, and THIRTEEN THOUSAND, FOUR HUNDRED EIGHTY-EIGHT DOLLARS AND EIGHT CENTS, ($13,488.08) on October 1, 2023.

IT IS FURTHER UNDERSTOOD AND AGREED that at times weather and road conditions through the seasons of the year demand for City's firefighters and equipment to be used at a fire within the City, or other special circumstances, may interfere in the rendering of the service contemplated herein, and in the event, failure to furnish the service herein agreed upon shall not be a breach of this Agreement. In an event whereby equipment and firefighters cannot leave the City, Willmar Fire Command will activate mutual aid to render service to the township. Failure of the City to provide the services herein contracted for shall not result in the City being liable to Township or its residents for actual or consequential damages or for any other damages.

IT IS FURTHER UNDERSTOOD AND AGREED that the City will submit a billing statement to the Township within five (5) working days subsequent to a fire call listing the number of firefighters involved, firefighter hours, vehicles in use, and other data pertinent to assisting the township in making a "bill for services rendered" to the property owner receiving fire assistance. It shall be further understood that the sum total of the billings will not necessarily equal the annual contract price between the City and Township due to various formula charges such as building and/or vehicle depreciation costs and administration and training costs, which will not be a part of the individual billing statements.

IT IS FURTHER UNDERSTOOD AND AGREED that in the event of a hazardous materials incident the City reserves the right to exclude the call from the annual Funding Formula and bill the cost of the services rendered for special hazardous materials equipment and related costs directly to the owner of the property.

Township does hereby guarantee to the City that it is an equal opportunity employer and that it meets all United States Government and State of Minnesota Equal Opportunity Employment Requirements or that they are exempt from these provisions.

This Agreement may be terminated upon thirty (30) calendar day’s written notice by either party or the other party, and the cost of services prorated to the time of termination.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed by the respective officers thereof, and the respective seals of the parties have been affixed
thereto.

CITY OF WILLMAR, A MUNICIPAL CORPORATION

BY:_______________________________________

DOUGLAS REESE, MAYOR

(S E A
L)

BY:_______________________________________

LESLIE VALIANT, CITY ADMINISTRATOR

(S E A
L)

In the Presence of: TOWNSHIP OF WILLMAR

___________________________ BY:____

DUWAYNE A. UNDERTHUN, CHAIRMAN

(S E A L)

____

BY:____

BYRON BOIKE, SUPERVISOR

(S E A L)

WILLMAR TOWNSHIP - 2023

FIRE COST FORMULA

$$S = [(C \times 1.05) + E/20 + P/50]\ \frac{(U + V)}{2}$$

S = Cost of fire service for one year.

C = 2022 actual operating cost of the Fire Department.

E/20 = Cost of apparatus used for township fires depreciated for 20 years.

P/50 = Cost of physical plant depreciated over 50 years.

1.05 = A number that when C is multiplied by it, the answer will be C plus an additional 5 percent charge for administration and accounting.

U = Percent of Fire Fighting hours used by contracting unit in 2022.

V = Percent market valuation of buildings and mobile home personal property for the area of the contracting unit being served as to the total market value of buildings and mobile home personal property in the area served by the Fire Department.

C = $889,576.72 (2022 Fire Department costs).

E/20 = $76,197.10 (cost of apparatus sent to township $1,523,942.00) [units (5257) $598,000 + (5276) $315,942 + (5298) $610,000]

P/50 = $3,888.85 (cost of building to maintain trucks $194,442.50).

Payment for Actual Fire Calls U = Use of Fire Department by Firefighter Hours 2022			Protection V = Market Value of buildings in Fire Service 2022		
Unit	Firefighter Hours	Percent of Total	Unit	Market Value	Percent of Total
City of Willmar	6,859	.9604	City of Willmar	$1,242,762,600	.9012
Willmar Township	74	.0104	Willmar Township	$59,026,600	.0428
Dovre	209	.0292	Dovre	$77,160,000	.0560
TOTAL	7,142	1.0000	TOTAL	$1,378,949,200	1.0000

U = .0104 V = .0428

$$S = [(\$889{,}576.72 \times 1.05) + \$76{,}197.10 + \$3{,}888.85] \times \frac{.0104 + .0428}{2}$$

S = $1,014,141.51 x .0266

S = $26,976.16

City of Willmar

City Council Action Request

Council Meeting Date:	February 21, 2023	Agenda Item Number:	6.K.
Agenda Section:	Consent Items	Originating Department:	Administration
Resolution:	No	Prepared By:	Leslie Valiant, City Administrator
Ordinance:	No	Presented By:	Leslie Valiant, City Administrator
Item:	Planning Commission Board Member Approvals		

RECOMMENDED ACTION:
Approve two members to the Planning Commission

OVERVIEW:
Mayor Reese has approved two applicants to the Planning Commission-Yvon Fils-Aime and Christorpher Buezzo

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:
1. Yvon Fils-Aime Application - Planning Commission
2. Christopher Buzzeo Application - Planning Commission

APPLICATION FOR APPOINTMENT TO CITY BOARD/COMMITTEE/COMMISSION ('22)

Print

Submitted by: YVON FILS-AIME

Submitted On: 2023-01-23 21:36:18

Submission IP: (97.92.30.80)
proxy-IP (raw-IP)

Status: Open

★ CITY OF WILLMAR

APPLICATION FOR APPOINTMENT TO CITY BOARD/COMMITTEE COMMISSION

333 Southwest 6th Street, Willmar, MN 56201 | 320-235-8311 | Fax: 320-235-4917

Please indicate the Board/Committee(s)/Commission(s) to which you are interested in being appointed. You may select more than one.

* Please indicate the Board/Committee(s)/Commission(s) to which you are interested in being appointed. You may select more than one.

- ◯ Airport Commission (meets monthly)
- ◯ Cable Advisory Board (meets as needed)
- ◯ Charter Commission (meets as needed)
- ◯ Park and Recreation Board
- ◯ City/County Economic Development Operations Board (meets monthly)
- ◯ Human Rights Commission (meets as needed)
- ◯ Municipal Utilities Commission (meets bi-monthly)
- ◯ Pioneerland Library System Board (meets monthly)
- ◉ Planning Commission (meets bi-monthly)
- ◯ Police Civil Service Commission (meets first Monday in February each year and on as-needed basis thereafter)
- ◯ Willmar Convention and Visitors Bureau
- ◯ Ad hoc Task Forces (will be posted and will meet on an as-needed basis)

APPLICANT INFORMATION

Date

01/23/2023

Format: MM/DD/YYYY

*** First Name**

YVON

*** Last Name**

FILS-AIME

*** Address**

416 6th Street SW

*** City**

Willmar

*** Phone**

4052275998

Phone

*** Email**

yfilsaime@collconnect.com

Email

*** What prompted you to make application for a citizen committee?**

I have served on major boards before, and I would like to contribute to make the City of Willmar a better place to live and to work.

*** Briefly tell us why you want to serve on this Board/Committee/Commission:**

As a small business owner, I would like to bring my past and current experience to contribute to make our city a place that attracts more businesses, help resolve housing shortage. I can contribute to business development for our city as well.

*** List any special background or experience you have which would be helpful to this Board/Committee/Commission:**

I have worked with local and state governments. I contribute to build stronger and healthier cities. I have experience managing large budget and fiscal management. I have experience in economic development and safety.

*** List your educational background**

Master of Business Administration/ Healthcare Administration (MBA/HA) Medical Doctor (MD)

*** List any social, fraternal, patriotic, governmental, or service organizations, which you have or currently are serving on:**

Member of Willmar Lakes Area Chamber Policy Committee Minnesota Department of Health (MHD). National Alliance on Mental Health (NAMI). Americal College of Healthcare Executives. OK Turning Point Council Executive Board. MN SDA Board of Trustees. Etc

---

*** If you are employed, please provide the name and address of your employer and your position:**

CollConnect 416 6th Street SW Willmar MN 56201 CEO

APPLICATION FOR APPOINTMENT TO CITY BOARD/COMMITTEE/COMMISSION ('22)

Print

Submitted by: Christopher Buzzeo

Submitted On: 2023-01-10 14:54:31

Submission IP: (128.92.114.250)
proxy-IP (raw-IP)

Status: Open

★ CITY OF WILLMAR

APPLICATION FOR APPOINTMENT TO CITY BOARD/COMMITTEE COMMISSION

333 Southwest 6th Street, Willmar, MN 56201 | 320-235-8311 | Fax: 320-235-4917

Please indicate the Board/Committee(s)/Commission(s) to which you are interested in being appointed. You may select more than one.

* **Please indicate the Board/Committee(s)/Commission(s) to which you are interested in being appointed. You may select more than one.**

- ○ Airport Commission (meets monthly)
- ○ Cable Advisory Board (meets as needed)
- ○ Charter Commission (meets as needed)
- ○ Park and Recreation Board
- ○ City/County Economic Development Operations Board (meets monthly)
- ○ Human Rights Commission (meets as needed)
- ○ Municipal Utilities Commission (meets bi-monthly)
- ○ Pioneerland Library System Board (meets monthly)
- ◉ Planning Commission (meets bi-monthly)
- ○ Police Civil Service Commission (meets first Monday in February each year and on as-needed basis thereafter)
- ○ Willmar Convention and Visitors Bureau
- ○ Ad hoc Task Forces (will be posted and will meet on an as-needed basis)

APPLICANT INFORMATION

Date

01/10/2023

Format: MM/DD/YYYY

* **First Name**

Christopher

* **Last Name**

Buzzeo

* **Address**

1500 15th Ave SW

* **City**

Willmar

* **Phone**

3208947383

Phone

* **Email**

cbuzzeo59@gmail.com

Email

* **What prompted you to make application for a citizen committee?**

A current member of the committee inquired if I would be interested.

* **Briefly tell us why you want to serve on this Board/Committee/Commission:**

I believe I have something to contribute to the community in which I live. I believe in civil service, specifically at the local level.

*** List any special background or experience you have which would be helpful to this Board/Committee/Commission:**

I have been employed at Marketing Concepts for over 20 years, currently serving as our Vice President of Operations. My many roles here are put me in a position to be a critical thinker, one who tries to deal in facts and make decisions. As a 3+ year member of The Barn Theatre Board of Directors I have become more aware of how Boards/Committees/Commissions work, how to navigate them, and understand that our decisions need to take into account the greater good of who we are serving.

*** List your educational background**

Liberal Arts Bachelor's of Science with a concentration in Political Science

---

*** List any social, fraternal, patriotic, governmental, or service organizations, which you have or currently are serving on:**

The Barn Theater Board of Director's, Vice Chair Troop 224 Scout Committee, Adult Leader Voting Memeber

---

*** If you are employed, please provide the name and address of your employer and your position:**

Marketing Concepts 768 N. Creek Drive Willmar, MN 56201 Vice President of Operations.

City of Willmar

City Council Action Request

Council Meeting Date:	February 21, 2023	**Agenda Item Number:**	6.L.
Agenda Section:	Consent Items	**Originating Department:**	Planning and Development
Resolution:	No	**Prepared By:**	
Ordinance:	No	**Presented By:**	
Item:	Building Report January 2023		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. January 2023

Issued Dates: **1/1/2023 to 1/31/2023**
Report Name: **Monthly External Permits Report**
Permit Type(s): **Building, Mechanical, Plumbing**

City of Willmar
Monthly External Permits Report

Printed: 2/2/2023
Page: 1

Permit #	Issued Date	Owner and Site Address		Permit Sub-Type and Work Type	Description	Valuation	Total Permit Fee
WI031617	1/27/2023	Mahoney/Scott A & Lea E 924 6th St SE	95-250-1790 Block 8 Glarum`s Addition To Willmar	Siding Residential Add/Alter	Residential Reside	$15,000.00	$57.50
WI031673	1/5/2023	Spears/Charles/& Anthony W 513 4th St SE	95-740-1420 Block 9 Spicer`s Addition	Single Family Alt/Remodel	installation of new bathroom	$25,000.00	$71.00
WI032029	1/1/2023	Laumer/Paul/&K Mathiowetz 1513 Hansen Drive SW	95-864-0140 Lot 14, Block 1 West Park 5th Addition	Reroofing Residential Add/Alter	Residential Reroof	$29,000.00	$44.50
WI032030	1/1/2023	Cartwright Jt Liv Trust/L & E 1812 Hansen Drive SW	95-864-0010 Block 1 West Park 5th Addition	Reroofing Residential Add/Alter	Residential Reroof	$29,000.00	$44.50
WI032031	1/1/2023	Botzek/Michael T & Patricia 1517 Hansen Drive SW	95-864-0130 Lot 13, Block 1 West Park 5th Addition	Reroofing Residential Add/Alter	Residential Reroof	$21,000.00	$40.50
WI032350	1/10/2023	FOX HOUSE, LLC/THE 905 Business 71 N	95-911-0500	New Commercial New	Fox Hole Brew Pub	$2,000,000.00	$28,032.71
WI032359	1/2/2023	Legacy Group Development, LLC 602 1st St S	95-006-1460 Block 67 First Addition To The Town Of Willmar	Commercial/Ind New	Boutique Store	$0.00	$91.00
WI032360	1/2/2023	Legacy Group Development, LLC 602 1st St S	95-006-1460 Block 67 First Addition To The Town Of Willmar	Commercial/Ind New	Boutique Store	$12,800.00	$134.40
WI032365	1/2/2023	Solbrack/Justin E 3200 1st Ave NW	95-835-0270 Lot 4, Block 2 Vos Park	Single Family Replace	Gas Furnace Replacement	$5,281.00	$31.00
WI032368	1/2/2023	Crow Liv Trust/Steven B & R R 1702 15th St SW	95-864-0220 Lot 22, Block 1 West Park 5th Addition	Single Family Replace	Gas Furnace Replacement	$4,628.00	$31.00
WI032370	1/10/2023	Anderson/Tyler R 916 13th Ave SW	95-922-7160	Reroofing Residential Add/Alter	Residential Reroof	$11,341.00	$35.67
WI032371	1/10/2023	Rosen/Christopher W/& N Revier 933 Richland Ave SW	95-132-0230 Lot 3, Block 3 Chief Addition	Reroofing Residential Add/Alter	Residential Reroof	$24,541.00	$42.27

City of Willmar
Monthly External Permits Report

Permit #	Issued Date	Owner and Site Address		Permit Sub-Type and Work Type	Description	Valuation	Total Permit Fee
WI032372	1/10/2023	Knott/Tyler & Melissa 2900 15th St SW	95-868-0010 Lot 1, Block 1 Westwind Estates	Reroofing Residential Add/Alter	Residential Reroof	$29,562.00	$44.78
WI032373	1/2/2023	Jans/Curtis L & Linda J 307 Country Club Dr NE	95-467-0330 Lot 3, Block 4	Single Family Replace	Gas Furnace Replacement	$5,601.00	$31.00
WI032374	1/3/2023	Ap Rentals Of Mn, LLC 614 Becker Ave SW	95-003-4740 Block 41 Willmar, Town Of (Original)	Alteration Commercial Add/Alter	Residential Remodel	$200,000.00	$100.00
WI032375	1/3/2023	Milani/Rahim B & Marsha L 1002 Hill Road SW	95-600-0640 Block 4 Orchard Hill, Nursery Add	Drainage system Residential Add/Alter	interior drain tile and radon mitigation, sump and pump	$13,600.00	$219.05
WI032376	1/3/2023	Kwee Doh Wah & Shar Doe Soe 909 Olena Ave SE	95-665-0320 Lot 22, Block 2 Perkins 5th Addition	Single Family Replace	Gas Furnace & A/C Replacement	$9,387.00	$56.00
WI032377	1/3/2023	Erickson Revocable Trust Agrmt 352 17th St NW	95-146-0090 Lot 9, Block 1 District 347-17th St Nw Addition	Single Family Replace	Gas Furnace Replacement	$4,995.00	$31.00
WI032378	1/4/2023	Carranza/Noe & Norma 1805 Olena Ave SE	95-176-0440 Lot 5, Block 4 Emerald Pond	Siding Residential Add/Alter	Residential Reside	$14,000.00	$57.00
WI032379	1/11/2023	Schumaier-Jelleberg/Cynthia K 620 Knollwood Dr NW	95-820-1230 Block 7 Thorpe & Lien`s Addition	Single Family Replace	Gas Furnace Replacement	$4,738.00	$31.00
WI032380	1/6/2023	Pitzen/Ed/& Midwest Assisted 341 17th St NW	95-146-0170 Lot 7, Block 2 District 347-17th St Nw Addition	Single Family Replace	Gas Furnace Replacement	$4,225.00	$31.00
WI032381	1/10/2023	Home Team/The/Of Willmar LLC 510 Litchfield Ave SE	95-370-0040 Lot 3 Hong & Kiland`s Addition	Two Family Residence Replace	Remove and replace boiler	$8,800.00	$1.00
WI032382	1/10/2023	Dahl/Robert L & Lois A 2008 10th St SW	95-132-0140 Lot 8, Block 2 Chief Addition	Siding Residential Add/Alter	Residential Reside	$25,000.00	$62.50

City of Willmar
Monthly External Permits Report

Permit #	Issued Date	Owner and Site Address		Permit Sub-Type and Work Type	Description	Valuation	Total Permit Fee
WI032383	1/10/2023	Quist/Kenneth R & Shanna R 2308 Richland Dr SW	95-696-0250 Lot 5, Block 3 Richland Acres	Single Family Replace	Water Heater Replacement	$13,000.00	$51.00
WI032384	1/11/2023	Central Mn Christian School 1401 1st St S	95-923-8510	Commercial/Ind Replace	Replace RTU	$6,431.00	$78.22
WI032386	1/13/2023	Bautista/Aida 817 Lakeland Dr NE	95-881-0020 Block 1 Woltjer Addition	Alteration Residential Add/Alter	Move in house, interior remodel and basement finish	$100,000.00	$1,513.96
WI032387	1/19/2023	Johnson/Steven B & Deborah 919 Trott Ave SW	95-006-0260 Block 58 First Addition To The Town Of Willmar	Reroofing Residential Add/Alter	Residential Reroof	$34,331.00	$47.17
WI032388	1/13/2023	Bautista/Aida 817 Lakeland Dr NE	95-881-0020 Block 1 Woltjer Addition	Single Family Alt/Remodel	New Plumbing for house moved in, main level	$0.00	$94.50
WI032389	1/13/2023	Bautista/Aida 817 Lakeland Dr NE	95-881-0020 Block 1 Woltjer Addition	Single Family New	HVAC for home moved in	$0.00	$56.00
WI032390	1/18/2023	Bjur/Anita J 2600 9th St SW	95-686-0070 Lot 1, Block 1 Prairie View Estates	Single Family Replace	Gas Furnace Replacement	$5,020.00	$31.00
WI032391	1/18/2023	Waskul/Dennis & Peggy 510 6th St SW	95-006-0580 Block 61 First Addition To The Town Of Willmar	Single Family Replace	Replace Boiler	$7,400.00	$31.00
WI032392	1/13/2023	Mcgregor/Cindy 2313 20th Ave SW	95-601-0060 Lot 8, Block 2 Ortenblad`s Homesites	Single Family Replace	Gas Furnace & A/C Replacement	$9,000.00	$56.00
WI032393	1/17/2023	Pearce Buildings LLC 402 Litchfield Ave SW	95-003-3230 Block 30 Willmar, Town Of (Original)	Commercial/Ind Alt/Remodel	Converting Existing Space to Tea Shop	$0.00	$1.00
WI032394	1/18/2023	Glen Hoogheem(Ttee)Hometow n Ap 412 8th St SW	95-003-6590 Block 54 Willmar, Town Of (Original)	Single Family Replace	Gas Furnace Replacement	$2,225.00	$31.00

City of Willmar
Monthly External Permits Report

Permit #	Issued Date	Owner and Site Address		Permit Sub-Type and Work Type	Description	Valuation	Total Permit Fee
WI032395	1/18/2023	S N P Properties, LLC 1605 Lakeland Dr SE	95-675-0010 Block 1 Pierskalla Addition	Reroofing Commercial Add/Alter	Commercial Reroof	$6,000.00	$115.25
WI032396	1/18/2023	S N P Properties, LLC 1605 Lakeland Dr SE	95-675-0010 Block 1 Pierskalla Addition	Reroofing Commercial Add/Alter	Commercial Reroof	$7,500.00	$141.00
WI032397	1/23/2023	Arnold/Jan L 1816 Richland Ave SW	95-885-0460 Lot 6, Block 3 Yorktown Estates	Reroofing Residential Add/Alter	Residential Reroof	$5,426.00	$32.71
WI032398	1/27/2023	Serrano/Jesica 600 Ann St SE	95-222-0710 Block 5 Ferrings 2nd Addition	Alteration Residential Add/Alter	garage re roof and new trusses to be installed	$10,000.00	$207.81
WI032399	1/23/2023	Iceberg Properties 115 Trott Ave SE	95-740-0760 Block 5 Spicer`s Addition	Install Egress Window Residential Add/Alter	Egress Window	$2,000.00	$1.00
WI032401	1/25/2023	County Of Kandiyohi 1801 Hwy 12 E	95-182-1800 Erickson`s Second Addition	Commercial/Ind Replace	water heater replacement	$2,500.00	$91.00
WI032402	1/23/2023	Greater Mn Family Services 2320 Hwy 12 E 2	95-913-1011	Alteration Commercial Add/Alter	Platform lift remodel	$80,000.00	$1,297.71
WI032403	1/25/2023	Hanson/Jacqueline J 1017 19th Ave SE	95-143-0450 Lot 5, Block 3 Dana Heights	Single Family Replace	Gas Furnace Replacement & Water Heater	$7,800.00	$56.00
WI032404	1/26/2023	Kazemzadeh/Roshan K 504 14th St SW	95-015-0410 Lot 2, Block 4 Fourth Railroad Addition	Alteration Residential Add/Alter	Interior Remodel	$30,000.00	$508.44
WI032405	1/26/2023	Manning/Kristina 511 14th St SW	95-320-0340 Lot 4, Block 3 Highland Place In The City Of Willmar	Single Family Replace	Gas Furnace Replacement	$5,200.00	$31.00
WI032406	1/26/2023	Peterson/Michael A 1029 Becker Ave SE	95-880-0080 Lot 8 Wojohn`s Addition	Single Family Replace	Gas Furnace Replacement	$4,996.00	$31.00

City of Willmar
Monthly External Permits Report

Permit #	Issued Date	Owner and Site Address		Permit Sub-Type and Work Type	Description	Valuation	Total Permit Fee
WI032407	1/26/2023	Gilbertson/John & Karin 1409 18th St SW	95-510-0360 Lot 14, Block 3 Molenaar`s Addition	Single Family Replace	Gas Furnace Replacement	$4,500.00	$31.00
WI032408	1/26/2023	Datko/Susan Marie 1014 Trott Ave SW	95-003-6890 Block 56 Willmar, Town Of (Original)	Single Family Replace	Gas Furnace Replacement & Air Conditioner	$8,225.00	$56.00
WI032409	1/27/2023	Skalla/Kevin J & Nancy M 1511 2nd St NE	95-467-0990 Lot 7, Block 2	Single Family Replace	Gas Furnace Replacement	$5,700.00	$31.00
WI032410	1/27/2023	Kovall Family Revoc Lvng Trust 622 19th St SE	95-229-0110 Lot 2, Block 1 Genesis Addn	Reroofing Residential Add/Alter	Residential Reroof	$17,981.00	$38.99
WI032411	1/27/2023	Crannick/Daniel H & Colleen 620 19th St SE	95-229-0100 Lot 1, Block 1 Genesis Addn	Reroofing Residential Add/Alter	Residential Reroof	$19,986.00	$39.99
WI032412	1/27/2023	Davis/Kirk W 1605 7th St SW	95-140-0050 Block 1 Curtis Addition	Single Family Replace	Gas Furnace Replacement	$4,225.00	$31.00
WI032413	1/30/2023	CDK Properties, LLC 500 Industrial Dr SW	95-870-0010 Block 1 Willmar Industrial Park	Alteration Commercial Add/Alter	Interior Remodel/Daycare Center	$20,000.00	$369.06
WI032414	1/30/2023	Oakleaf/Chad W & Kristy A 1001 15th Ave NW	95-560-0170 Block 1 Northwood Estates	Addition Residential Add/Alter	Garage addition with living space above	$157,932.00	$2,021.43

Count: 53 **Totals: $3,074,877.00 $36,442.62**

Year-to-Date Summary (1/1/2023 through 1/31/2023)

Count: 53 **YTD Totals: $3,074,877.00 $36,442.62**

Application for Appointment to

City Board/Committee/Commission

Please indicate the Board/Committee(s)/Commission(s) to which you are interested in being appointed. *(If more than one, please number in order of choice.)*

____	Airport Commission (meets monthly)
____	Cable Advisory Board (meets as needed)
____	Charter Commission (meets as needed)
2	Park and Recreation Board
____	City/County Economic Development Operations Board (meets monthly)
____	City of Willmar HRA
____	Human Rights Commission (meets as needed)
____	Municipal Utilities Commission (meets bi-monthly)
____	Pioneerland Library System Board (meets monthly)
1	Planning Commission (meets bi-monthly)
____	Police Civil Service Commission (meets first Monday in February each year and on as-needed basis thereafter)
____	Rice Memorial Hospital (meets bi-monthly)
____	Willmar Convention and Visitors Bureau
____	Zoning Appeals Board (meets monthly)
____	Ad hoc Task Forces (will be posted and will meet on an as-needed basis)

Applicant Information

Name: John Christianson Date of Application: 02-13-2023

Address: 2600 5th Ave. SE Phone No. 320-905-4481

(Certain Boards and Commissions may require that you are a resident of the City of Willmar)

Email: johenyboy@yahoo.com

What prompted you to make application for a citizen committee? I want to serve the community in which I have lived my entire life

Briefly tell us why you want to serve on this Board/Committee/Commission:

#1) I have been in the construction business for 20 years
#2) I have four boys involved in sports in Willmar

List any special background or experience you have which would be helpful to this Board/Committee/Commission:

20 years of residential construction, design, development
vast Knowledge of building codes

List your educational background: high school, 2 year BA in college

List any social, fraternal, patriotic, governmental, or service organizations, which you have or currently are serving on:

Past member of Willmar Hockey Asso.

If you are employed, please provide the name and address of your employer and your position:

#1) Christiansen Brothers Construction - Home Designer
P.O. Box 1599, Willmar, MN 56201

Please return completed application to: Mayor's Office
333 SW 6th Street
Willmar, MN 56201

Or fax completed forms to: (320) 235-4917

#2) JRE, Inc. -VP
Own & Operate two Food businesses

City of Willmar

City Council Action Request

Council Meeting Date:	February 21, 2023	Agenda Item Number:	10.A.
Agenda Section:	Public Hearing:	Originating Department:	City Clerk
Resolution:	No	Prepared By:	Judy Thompson, City Clerk
Ordinance:	No	Presented By:	Jim Felt, Police Chief
Item:	Public Hearing for Potentially Dangerous Dog		

RECOMMENDED ACTION:
Conduct Public Hearing to Consider Objections to the Proposed Determination for the Declared Potentially Dangerous Dog.

Motion to Reject or Uphold the Determination.

OVERVIEW:
Pursuant to Minnesota State Statute 347.50 and Willmar Municipal Code, Chapter 4-57, concerning a potentially dangerous animal, notice was given to Susan Elaine Berge located at 605 2nd Street SW, owner of Paisley, that the City Council will consider objections to the proposed determination for the declared potentially dangerous dog.

BUDGETARY/FISCAL ISSUES:
N/A

ALTERNATIVES TO CONSIDER:
N/A

ATTACHMENTS:
1. Ptentially Dangerous Dog_Redacted

WILLMAR

WILLMAR POLICE DEPARTMENT
CHIEF OF POLICE

2201 23rd ST. NE
SUITE 102
WILLMAR, MN 56201
320-214-6700; 320-235-2244 V/TDD
FAX 320-231-6556

CHIEF JIM FELT
Willmar Police Chief
2201 23rd Street NE
Suite 102
Willmar, MN 56201

RECEIVED AT WPD
01/04/2023 @ 1444 HRS.

To Whom It May Concern:

I have received the notice provided by the Willmar Police Department about my animal being declared potentially dangerous per Minnesota Statute 347.50 and City of Willmar Ordinance 4-57.

Case #: 22015638 Animal's Name: Paisley

I wish to:

☒ **File an appeal with the Willmar City Council**

I am aware that if the determination on my animal is upheld, I will be responsible for up to $1,000.00 of the actual hearing costs, pursuant to City of Willmar Ordinance #4-64.

Susan Berge
Signature

12-20-2022
Date

Please Print:

Susan	Elaine	Berge	320-354-4612
First Name	Middle Name	Last Name	Phone #

Witnesses Steven Michael Stewart
John Andrew Landin
Peyton Jade Powers

WILLMAR

WILLMAR POLICE DEPARTMENT
CHIEF OF POLICE

2201 23rd ST. NE
PO Box 995
WILLMAR, MN 56201-0995
320-214-6700; 320-235-2244 V/TDD
FAX 320-231-6556

12/12/2022

Susan Elaine Berge
605 2nd St SW, Willmar MN

REFERENCE: "Paisley"; Female; Adult German Shepard (22015638)

The Willmar Police Department (Animal Control Authority) has received a complaint that your animal ("Paisley"; Female; Adult German Shepard), was being aggressive in nature, and committed unprovoked aggression towards a human being (Sandra Marie Tersch); and that your animal committed unprovoked attacks (bite) on a human being.

On 11/29/2022 your dog ("Paisley"; Female; Adult German Shepard) was aggressive and bit a human being in front of 605 2nd St SW, (Willmar MN), causing injury (swelling, bleeding, punctures and bruising) to the human being bit.

After a thorough investigation your animal has been declared a Potentially Dangerous Animal (Minnesota State Statute 347.50 / Willmar City Ordinance 4-57)

As the owner/caretaker of a potentially dangerous animal, you must comply with the attached Potentially Dangerous Animal requirements for your dog:

- Provide current proof of rabies for the animal
- Provide a current City of Willmar animal license
- Provide proof of micro-chip implantation
- Provide proper enclosure

Failure to comply with these requirements, or failure to request a hearing, could result in the impoundment of the animal and/or criminal charges. If the dog changes residency, or ownership is transferred to another individual, you must inform the Willmar Police Department immediately.

You may appeal this determination by returning the attached letter of appeal to Chief James Felt at the Willmar Police Department.

You must either submit the letter of appeal, or comply with the above requirements by January 5, 2022.

Please feel free to contact me if you have any questions at (320) 214-6700 Ext. 3105.

Sergeant Chad Oakleaf - 3105

Willmar
All-America City
2005

Potentially Dangerous Animal Requirements

As an owner/caretaker of a potentially dangerous dog you are subject to the requirements of Minnesota State Statute 347.50 and Willmar City Ordinance 4-57. Your animal must comply with all of the checked requirements to remain in the City of Willmar. Failure to do so may warrant a citation or impoundment of your animal. Please submit the following information to the Willmar Police Department before your deadline date.

☒ **Provide current proof of rabies for the animal.**

Rabies shots are required to be updated every three years. After three years they will be considered expired and a new shot will be required.

☒ **Provide a current City of Willmar animal license.**

You may obtain a license from the City of Willmar offices or from select veterinary clinics in the area. Please check with your veterinary clinic to see if they participate in this program. You will also need to show proof of rabies in order to obtain this license. There is a small fee for an animal license. **This license expires on December 31st and will need to be updated yearly before January 15th.**

☒ **Provide proof of microchip implantation.**

Any veterinary clinic should be able to assist you with this process but they may charge a small fee.

☒ **Provide proper enclosure.**

Proper enclosure is defined by Minnesota Statute and City Ordinance as:

- Securely confined indoors or in an enclosed and locked pen to prevent the animal from escaping and that provides proper shelter from the elements.
- This does not include: a porch, patio, or other structure that would allow the animal to exit on its own. There must also been more than a screen door or window that contains the animal.
- The animal may be on a leash six feet or shorter and under the control of a person eighteen years of age or older any time it is not in a proper enclosure.
- If you have questions on what "proper enclosure" means please contact the Willmar Police Department at 320-235-2244.

Additional information can be found by reviewing Minnesota Statute 347.50 and Willmar City Ordinance Section 4. If you still have questions, you may call the Willmar Police Department at 320-235-2244.

Updated January 2014

WILLMAR POLICE DEPARTMENT
INCIDENT REPORT

ICR# 22015638	AGENCY ORI# MN0340100	JUVENILE:

Reported: 11-29-2022 1741 **First Assigned:**2009 **First Arrived:**2011 **Last Cleared:**2024
Committed Start: **Committed End:**
Title: Animal Dog Bites
Short Description:

Caller Was Bitten By A Dog And Is Now Back Home. Did Not Want An Ambulance. Will Call When She Gets To The Hospital To Have Officer Come And Take Report.

Summary:

see file. (flatten)

classified as PDD - 3105

Location(s)
Address: 605 2nd St SW **City:** Willmar **State:** MN **Zip:** 56201 **Country:**

Officer Assigned: Flatten, Christopher **Badge No:** 3221 **Primary:** Yes

Involvement: Complainant **Name:** Tersch, Sandra Marie **DOB:** 06-06-1955
Age: 67
Address: (Residence)[redacted] **City:** Willmar **State:** MN **Zip:** 56201 **Country:**
Phone: (Home) [redacted] **Phone:**[redacted]

Involvement: Complainant **Name:** [redacted] **DOB:**[redacted]
Age: 66
Address: (Residence)[redacted] **City:** Willmar **State:** MN **Zip:** 56201 **Country:**
Phone:[redacted] **Phone:** [redacted] **Phone:** [redacted]

Involvement: Owner **Name:** Berge, Susan Elaine **DOB:** 04-10-1960
Age: 62
Address: (Residence) 605 2nd St SW **City:** Willmar **State:** MN **Zip:** 56201 **Country:**
Phone: (Home)[redacted] **Phone:** (Cell) [redacted]

Involvement: Mentioned **Name:** Stewart, Steven Michael **DOB:** 12-02-1955
Age: 66
Address: (Residence) 605 2nd St SW **City:** Willmar **State:** MN **Zip:** 56201 **Country:** US
Phone: (Cell) [redacted]

Supplemental Report

ICR:22015638 (Willmar Police Department) 12-15-2022
Created By: Becker Stenglein, Kim
Last Modified By: Oakleaf, Chad
Title:22015638
WPD 22015638

MENTIONED:

VICTIM & REPORTING PARTY:	TERSCH, SANDRA MARIE, DOB: 06-06-55, [redacted] Willmar, MN 56201, telephone: [redacted]
DOG OWNER:	BERGE, SUSAN ELAINE, DOB: 04-10-60, 605 2nd Street SW, Willmar, MN 56201, telephone: [redacted]
DOG:	"PAISLEY" - a female German shepherd; DOB: 02-12-18; black and tan in color
WITNESS:	STEWART, STEVEN MICHAEL, DOB: 12-02-55, 605 2nd Street SW, Willmar, MN 56201, telephone: [redacted]
OFFICER ASSIGNED:	FLATTEN, CHRIS, WILLMAR POLICE DEPARTMENT

CHARGES:

- INFORMATION – DOG BITE INCIDENT

DIGITAL EVIDENCE:

- Photos
- Body camera video (#3221)

ACTION TAKEN:

I, Officer CHRIS FLATTEN, was working a uniformed patrol shift on Tuesday, 11-29-22, from 1800 hours to 0600 hours.

At approximately 2009 hours, I was dispatched to the CentraCare Health - Rice Memorial Hospital emergency room in reference to take a report from a victim of a dog bite. I was notified that the dog bite incident had been called-in earlier that day and that the victim was now ready to speak with an officer at the hospital.

Upon arrival at the hospital, I met with the victim reporting party, SANDRA MARIE TERSCH, DOB; 06-06-55; in one of the exam rooms of the emergency room. I asked TERSCH to tell me what had happened and she advised me of the following:

- The incident occurred at approximately 1530 hours, while she was walking home.
- She was walking on the sidewalk on 2nd Street SW in front of the address of 605 2nd Street SW.
- At that time a German shepherd came out towards her on the sidewalk and began barking and growling at her.
- When she backed up, the dog bit her left forearm and left a red mark.
- The dog had pulled her down to the ground and she believed she would have more of an injury if she had not been wearing her big puffy coat.
- The dog let go of her at one point, but then bit her again on her left thumb.
  - Note: I could see bruising on her left thumb. (See the attached photo for details.)
- When the dog had pulled her down to the ground after latching onto her arm, she hurt a rib on her left side, which was tender at this time and she did not know if her rib was broken.
- When the incident happened, the dog's owner came running out to her and retrieved the dog.
- The owner of the dog brought the dog inside of the residence and told her that her dog was up to date on its shots.
- The dog's owner also indicated that the dog was usually kept inside or in the back yard.

TERSCH described the dog as being a white, brown, and black German shepherd and she believed the dog was a female (as the dog's owner had referred to it as a "she").

She did not want the dog put down or anything like that, but she wanted the incident documented.

I advised TERSCH that I would speak with the dog's owner and verify that the dog's vaccinations were up to date.

After clearing from the hospital, I went to the address that TERSCH had given me. Upon knocking on the side door of 605 2nd Street SW, I noticed that there were several dogs barking inside. A short time later, the dog's owner, SUSAN ELAINE BERGE, DOB: 04-10-60; answered the door and came outside to speak with me.

Upon speaking with SUSAN BERGE, she stated that the dog in question was an approximately four-year-old German shepherd named "Paisley."

BERGE went inside, retrieved the dog, and let it outside while I was there. It should be noted that the dog appeared friendly and allowed me to pet it.

There was another resident there, identified as STEVEN MICHAEL STEWART, DOB: 12-02-55; who had seen the incident from the window.

BERGE told me the following:

- She had been moving things inside from the driveway and "Paisley" had gotten out of the fenced-in area by accident.

- When she went to retrieve "Paisley" from out front, she saw TERSCH swing and hit the dog with her backpack and kick at the dog.

    - It should be noted that STEWART had stated that he had also seen TERSCH swing a bag and kick at the dog out on the sidewalk.

- "Paisley" had nipped or bit at TERSCH's thumb.

- She was able to bring the dog back inside.

- "Paisley" had never done anything like that before.

- "Paisley" was up to date on all of her vaccinations and her micro chip number was listed as well; she brings her dogs to the Atwater Vet Clinic.

I left my business card with BERGE and advised her to email me a copy of "Paisley's" vaccination records or take a photo of the vaccination record and text it to me. (Note: I later received the photo of the dog's vaccination record and attached it to this case file.) I cleared from the residence a short time later.

This report is for informational purposes only.

/s/Officer Chris Flatten
#221

Willmar Police Department

Typed on:	12-01-22 ~ KMB
Photos:	Retained on WPD computer server
Copy to:	Sergeant Chad Oakleaf (for information only)

Supplemental Report

ICR:22015638 (Willmar Police Department) 12-16-2022

Created By: Oakleaf, Chad

Last Modified By: Oakleaf, Chad

Title:3105 supp.

On 12/14/2022, I reviewed case file: 22015638 for Potentially Dangerous Dog (PDD) status; involving a dog that bit a human being (Sandra Marie Tersch – DOB: 06/6/1955 on 11/29/2022:

- SUSPECT DOG (OWNER: Susan Elaine Berge – DOB: 4/10/1960: Adult, female, German Shepard, black and tan in color; named: PAISLEY
- I completed the applicable documents (attached)
- On 12/14/2022, I served Susan Elaine Berge with the attached documents
- I reminded Susan Elaine Berge of the PDD enclosure requirements

As of 12/15/2022, Susan Elaine Berge has met all PDD requirements and are in full compliance; all documents attached to file for review

POTENTIALLY DANGEROUS DETERMINATION REVIEW

Date: 12/14/2022 ICR#: 22015638 Reviewed By: 3105

Dog Information:

Name: Paisley Age: 4 years Sex: Female Breed: German Shepard Color: Black & Tan

Address: 605 2nd St SW, Willmar MN

Check all that apply:

- ☒ Current Year City License
- ☒ Current Proper Enclosure
- ☒ Current Proof of Rabies
- ☒ Proof of Microchip Implanted

Other Information:

Primary Owner Information:

Name: Susan Elaine Berge Date of Birth: 4/10/1960

Address: 605 2nd St SW, Willmar MN Phone Number: 320-235-3042

Secondary Owner Information: ☒ Single Owner/No Additional Information

Name: Date of Birth:

Address: Phone Number:

Determination:

Based on the past history the above animal is declared potentially dangerous due to:

- ☒ Unprovoked bite on person or domestic animal
- ☒ Unprovoked aggression towards a person (off animal's property)
- ☐ A known history to attack unprovoked causing injury or threatening public safety.

Additional Comments:

POTENTIALLY DANGEROUS DETERMINATION REVIEW

History:

Dog Information:

Name: Paisley Age: 4 years Sex: Female Breed: German Shepard Color: Black & Tan

Date	ICR #	Dog off owner's property	Unprovoked	Description
11/29/2022	22015638	Y	Y	bit human being

☐ Additional History Available

Other Information:

VACCINATION CERTIFICATE

Account #: *7089*
Owner: **Sue Berge**
Address: **605 2nd St SW**
Willmar, MN 56201

Phone: **(320)354-4612**

Animal: **Paisley**
Species: **Canine**
Breed: **German Shepherd**
Color: **BLK TAN**
Gender: **Female**
Birthdate: **2/12/2018**
Age: **3 years 8 months 9 days**
Weight: **83.40**
Chip #: **991001911202895**

Date	Vaccine	Manufacturer	Serial #	Type	Tag #	Due on
10/20/2021	DHPP/Canine Vaccine-3 year					10/16/2024
10/20/2021	Annual Exam - Canine					10/19/2022
03/30/2021	Fecal Floatation					03/29/2022
09/02/2020	Rabies Vaccine - 3 year	Merial	18456	Imrab 3TF	7083	08/30/2023

Animal Health Services, Inc.
P.O. Box 29
Atwater, MN 56209
(320) 974-8901
FAX: (320) 974-8051
www.atwaterveterinarian.com

Dr. Kim Olson
11792

10/20/2021

Willmar

DOG LICENSE

License No. 101 20 22

$ 7.50

CITY of WILLMAR, MINNESOTA

License Granted To: Sue Berge

Address: 605 2nd St SW

Telephone Number: 354-4612

Name: Paisley Age: Sex: M F FSP

Color: Blk/Tan Breed: German Shep

Rabies Vaccination: Due 8/2023

This License is granted subject to the Ordinance of the City of Willmar governing dogs within the City of Willmar.

Dated at Willmar, Minnesota

Dec 15, 20 22

City of Willmar

By: DS


adidas

ARTICLE III. - DANGEROUS ANIMALS

Sec. 4-55. - Animal control authority.

(a) The animal control authority means the municipal agency which is responsible for animal control operations in the City of Willmar.

(b) The animal control authority for the City of Willmar is the Willmar Police Department.

(Ord. No. 1350, § 1, 11-4-13)

Sec. 4-56. - Definitions.

Owner means any person, firm, corporation, organization, or department possessing, harboring, keeping, having an interest in, or having care, custody, or control of an animal.

Proper enclosure means securely confined indoors or in a securely enclosed and locked pen or structure suitable to prevent the animal from escaping and providing protection from the elements for the animal. A proper enclosure does not include a porch, patio, or any part of a house, garage, or other structure that would allow the animal to exit of its own volition, or any house or structure in which windows are open or in which door or window screens are the only obstacles that prevent the animal from exiting.

Provocation means an act that an adult could reasonably expect may cause an animal to attack or bite.

(Ord. No. 1350, § 1, 11-4-13)

Sec. 4-57. - Potentially dangerous animals.

(a) *Definition.* A *potentially dangerous animal* is an animal which has:

(1) When unprovoked, bitten a human or a domestic animal on public or private property;

(2) When unprovoked, chased or approached a person upon the streets, sidewalks, or any public or private property, other than the animal owner's property, in an apparent attitude of attack; or

(3) A known history or propensity, tendency or disposition to attack while unprovoked, causing injury or otherwise threatening the safety of humans or domestic animals.

(b) *Designation as potentially dangerous animal.* The animal control authority shall designate any animal as a potentially dangerous animal upon receiving evidence that the animal meets any of the criteria in subsection (a). When an animal is declared potentially dangerous, the animal control authority shall cause the owner(s) of the potentially dangerous animal to be notified in writing that such animal is potentially dangerous. An animal that has been determined to be potentially dangerous must be microchipped in accordance with section 4-61, licensed in accordance with section 4-42, and may, at the discretion of the animal control authority, be required to comply with one (1) or more of the following conditions:

(1) An owner of a dog may be required to complete an approved dog obedience class.

(2) The animal may be required to be restrained by chain or leash not to exceed six (6) feet in length, and/or muzzled, and under the control of a person eighteen (18) years of age or older at all times it is outdoors and not inside a proper enclosure.

(3) The owner of the animal may be required to show proof of up to date rabies vaccination and, if required, licensing.

(4) The owner may be required to sterilize the animal at the owner's expense. If the owner does not have the animal sterilized within the specified time limits, the animal control authority may seize the animal and have it sterilized at the owner's expense.

(5) If the animal is a dog or cat, the owner shall purchase a proper license.

(c) *Procedure.* The animal control authority shall notify the owner(s) of the animal in writing or in person that the animal has been determined to be potentially dangerous pursuant to section 4-62 and shall specify what, if any, conditions are being required of the owner. This notice shall state the date, time, place, and parties bitten, chased attacked or threatened by the animal, and shall advise the owner that they have fourteen (14) days to appeal the determination or the imposition of conditions on maintaining the animal by requesting a hearing before the Willmar Public Works and Public Safety Committee.

(1) If an owner requests a hearing, a date shall be set not more than three (3) weeks after receipt of the demand for a hearing. The committee may consider all records of the animal control authority without the necessity for further foundation. After considering all of the evidence, the committee chair person shall issue a written order which rejects or upholds the determination based upon the majority opinion of the committee. If the committee upholds the determination as potentially dangerous, the order may affirm or modify the conditions recommended by the animal control authority. If as a result of testimony or other evidence at the hearing there are grounds for declaring the animal to be dangerous pursuant to section 4-58, the committee chairperson may change the designation and issue the appropriate orders.

(2) If an owner fails to comply with any conditions specified in the order and fails to request a hearing under subsection (c)(1), the animal shall be seized. The animal may be reclaimed by the owner as set forth in section 4-59.

(d) *Subsequent offenses.* If an owner of an animal which has been declared potentially dangerous and is subject to the conditions of this section fails to comply with the conditions imposed by the animal control authority or the public works and public safety committee, the animal must be seized by the animal control authority. Notice shall be provided to the owner of the basis for the seizure and the right to request a hearing before the Willmar Public Works and Public Safety Committee to determine whether the conditions were violated. A request for hearing must be made within fourteen (14) days of the seizure. If the owner fails to request a hearing within fourteen (14) days, or is found to have violated the conditions, the Willmar Public Works and Public Safety Committee may order the animal destroyed in a proper and humane manner and the owner shall pay the costs of confining the animal. If the owner is found not to have violated the conditions, the owner may reclaim the animal under the provisions of section 4-59.

(e) *Review of designation.* The animal control authority may review the status of an animal which has been determined to be potentially dangerous if a period of two (2) years has passed without any further incidents under section (a) above and may use discretion in determining whether any conditions which have been ordered are still required. After the initial two-year period, an owner may request a review annually. The owner must provide evidence that the animal's behavior has changed due to the animal's age, sterilization, environment, completion of obedience training that includes modification of aggressive behavior, or other factors.

(Ord. No. 1350, § 1, 11-4-13)

Sec. 4-58. - Dangerous animals.

(a) *Definitions.* A dangerous animal is an animal which has:

(1) Without provocation caused substantial bodily harm to any person on public or private property. Substantial bodily harm means bodily injury which involves a temporary but substantial disfigurement, or which causes a temporary but substantial loss or impairment of the functions of any bodily member or organ, or which causes a fracture of any bodily member;

(2) Killed a domestic animal without provocation while off the owner's property;

(3) Been found to be potentially dangerous pursuant to section 4-57, and after the owner has notice that the animal is potentially dangerous, the animal aggressively bites, attacks, or endangers the safety of humans or domestic animals;

(4) Bitten one (1) or more persons on two (2) or more occasions; or

(5) Fresh wounds, scarring, or is observed in a fight, or has other indications which to a reasonable person evidence that the animal has been or will be used, trained or encouraged to fight with another animal; or whose owner has in custody or possession any training apparatus, paraphernalia or drugs used to prepare such animal to be fought with another animal.

(b)

Designation as dangerous animal. The animal control authority may designate any animal as a potentially dangerous animal upon receiving evidence that the animal meets any of the criteria in subsection (a).

(c) *Procedure.* The animal control authority, after having determined that an animal is dangerous, shall proceed in the following manner:

(1) The animal control authority shall seize the dangerous animal and notify its owner pursuant to section 4-62 that the animal has been determined to be dangerous and that the animal is to be destroyed if the owner does not comply with the conditions and requirements of section 4-59 and applicable state laws. This notice shall state that the owner shall have fourteen (14) days to reclaim the animal and appeal the determination by submitting to the city administrator a written request for a hearing before the city council.

a. If no appeal is filed, the orders issued shall be final.

b. If an owner requests a hearing, a date shall be set not more than three (3) weeks after receipt of the demand for a hearing.

c. Pending a hearing on the determination, the animal may be seized and kept at animal control unless the owner shows proof that the animal is licensed and has a current rabies vaccination, and agrees that the animal will not be permitted to be outside without being in a proper enclosure or being restrained on a leash and wearing a muzzle.

d. The city council may consider all records of the animal control authority without the necessity for further foundation. After considering all of the evidence, the city council shall issue a written order which rejects or upholds the determination of the animal control authority.

e. If no appeal is filed, or if the city council upholds the determination that the animal is dangerous, then the animal control authority may take the animal into custody for destruction, if such animal is not currently in custody. If the animal is ordered into custody for destruction, the owner shall immediately make the animal available to the animal control authority and failure to do so shall be a misdemeanor.

(2) Nothing in this section shall prevent the animal control authority from ordering the immediate seizure and quarantine of a rabies-suspected animal.

(Ord. No. 1350, § 1, 11-4-13)

Sec. 4-59. - Dangerous animal registration.

A person may not own a dangerous animal unless the owner obtains a certificate of registration for the dangerous animal from the animal control authority pursuant to this section. The animal control authority shall issue a certificate of registration to the owner if the owner presents sufficient evidence that all of the following conditions and requirements are met:

(1)

A proper enclosure exists for the dangerous animal.

(2) If a dangerous animal is outside of a proper enclosure, the animal must be restrained by a substantial chain or leash and under the physical restraint of a responsible person. Depending on the species of animal, the animal control authority may require that the animal also be muzzled when outside of its proper enclosure.

(3) A dangerous animal must be sterilized at the owner's expense.

(4) If a person who owns a dangerous animal rents property from another person where the animal will reside, the animal owner must disclose to the property owner that he or she owns a dangerous animal that will live at the property. This disclosure must be made prior to entering a lease agreement and at the time of any lease renewal.

(5) A surety bond has been issued by a surety company authorized to conduct business in Minnesota in a form acceptable to the animal control authority in the sum of at least three hundred thousand dollars ($300,000.00), payable to any person injured by the dangerous animal, or a policy of liability insurance has been issued by an insurance company authorized to conduct business in Minnesota in the amount of at least three hundred thousand dollars ($300,000.00), insuring the owner for any personal injuries inflicted by the dangerous animal.

(6) The owner has paid an annual dangerous animal licensing fee of not more than five hundred dollars ($500.00), in addition to regular licensing fees under section 4-42.

(7) The owner has had microchip identification implanted in the dangerous animal pursuant to section 4-62.

(Ord. No. 1350, § 1, 11-4-13)

Sec. 4-60. - Reclamation.

A dangerous animal or a potentially dangerous animal seized under sections 4-57 or 4-58 may be reclaimed by the owner of the animal upon payment of impounding and boarding fees, and presenting proof to the appropriate animal control authority that the requirements of sections 4-57 and/or 4-58 will be met. An animal not reclaimed under this subdivision within seven (7) days may be disposed of in a manner permitted by law, and the owner shall be liable to the animal control authority for costs incurred in confining and disposing of the animal.

(Ord. No. 1350, § 1, 11-4-13)

Sec. 4-61. - Exceptions.

(a) *Law enforcement exemption.* The provisions of this section do not apply to dangerous animals used by law enforcement officials for police work.

(b)

Exemptions. Animals may not be declared dangerous if the threat, injury, or damage was sustained by a person:

(1) Who was committing, at the time, a willful trespass or other tort upon the premises occupied by the owner of the animal;

(2) Who was provoking, tormenting, abusing, or assaulting the animal or who can be shown to have repeatedly, in the past, provoked, tormented, abused, or assaulted the animal; or

(3) Who was committing or attempting to commit a crime.

(Ord. No. 1350, § 1, 11-4-13)

Sec. 4-62. - Microchip identification.

The owner of a dangerous or potentially dangerous animal must have a microchip implanted in the animal for identification, and the name of the microchip manufacturer and identification number of the microchip must be provided to the animal control authority. If the microchip is not implanted by the owner, it may be implanted by the animal control authority. In either case, all costs related to purchase and implantation of the microchip must be borne by the animal's owner.

(Ord. No. 1350, § 1, 11-4-13)

Sec. 4-63. - Notice requirements.

The authority declaring the animal dangerous or potentially dangerous shall give notice of the right to a hearing by delivering or mailing it to the owner of the animal, or by posting a copy of it at the place where the animal is kept, or by delivering it to a person residing on the property, and telephoning, if possible. The notice must include:

(1) A description of the seized animal; the authority for and purpose of the dangerous animal or potentially dangerous animal declaration and seizure; the time, place, and circumstances under which the animal was declared dangerous or potentially dangerous; and the telephone number and contact person where the animal is kept;

(2) A statement that the owner of the animal may request a hearing concerning the dangerous animal or potentially dangerous animal declaration and, if applicable, prior potentially dangerous animal declarations for the animal, and that failure to do so within fourteen (14) days of the date of the notice will terminate the owner's right to a hearing under this section;

(3) A statement that if an appeal request is made within fourteen (14) days of the notice, the owner must immediately comply with the requirements of sections 4-57 and/or 4-58 until such time as the hearing officer issues an opinion;

(4) A form to request a hearing under this subdivision; and

(5)

A statement that all actual costs of the care, keeping, and disposition of the animal are the responsibility of the person claiming an interest in the animal, except to the extent that a court or hearing officer finds that the seizure or impoundment was not substantially justified by law.

(Ord. No. 1350, § 1, 11-4-13)

Sec. 4-64. - Right to a hearing.

Any hearing under this section must be held within fourteen (14) days of the request to determine the validity of the dangerous animal or potentially dangerous animal declaration. In the event that the dangerous animal or potentially dangerous animal declaration is upheld by the hearing official(s), actual expenses of the hearing up to a maximum of one thousand dollars ($1,000.00) will be the responsibility of the animal's owner. The hearing official(s) shall issue a decision on the matter within ten (10) days after the hearing. The decision must be delivered to the animal's owner by hand delivery or registered mail as soon as practical and a copy must be provided to the animal control authority.

(Ord. No. 1350, § 1, 11-4-13)

City of Willmar

City Council Action Request

Council Meeting Date:	February 21, 2023	**Agenda Item Number:**	11.B.
Agenda Section:	Regular Business	**Originating Department:**	Administration
Resolution:	No	**Prepared By:**	Kyle Box, City Operations Director
Ordinance:	No	**Presented By:**	Leslie Valiant, City Administrator
Item:	Consider the hiring of Jose Pablo Obregon for the Director of Community Growth		

RECOMMENDED ACTION:
Council approval of the hiring of Jose Pablo Obregon for the the newly created position of Director of Community Growth

OVERVIEW:
Blue Cross Blue Shield of Minnesota approached the City of Willmar with the idea of developing a staff position within the city that would build upon the work accomplished during the five years BCBS Health and Wellness grant funded position, which reached out to the community's diverse population. Blue Cross Blue Shield of Minnesota committed $450,000 to the City of Willmar to support funding the salary of this position.

The position was posted as Grade 17 with a salary range of $92,596 -$120,375. To fully fund equipment and provide operating funds for this position, staff have estimated $193,000 for first-year costs.

City staff worked closely with Blue Cross Blue Shield of Minnesota to develop the job description and go through the interview process and are grateful for their insight into the position and commitment to funding this position with the City of Willmar. This position is a permanent full-time position with the City of Willmar.

BUDGETARY/FISCAL ISSUES:
The salary and benefits for this position are currently in the City's 2023 budget.

ALTERNATIVES TO CONSIDER:
None Recommended

ATTACHMENTS:
None

City of Willmar

City Council Action Request

Council Meeting Date:	February 21, 2023	Agenda Item Number:	11.C.
Agenda Section:	Regular Business	**Originating Department:**	Public Works
Resolution:	Yes	**Prepared By:**	Kelsi Delbosque, Administrative Assistant
Ordinance:	No	**Presented By:**	Gary Manzer, Public Works Director
Item:	2023 Street Improvement Projects- Approve Plans & Specs to Advertise for Bids		

RECOMMENDED ACTION:
Adopt the resolution approving final plans and specifications of the 2023 Street and Other Improvement Projects and authorize advertisement for bids.

OVERVIEW:
As required by State Statue 429.031 subd. 1(b), a Public Hearing has been held on the proposed 2023 street improvements for the purpose of reviewing and explaining the proposed improvements, estimated costs, and to obtain input from interested parties. Following the hearing, such improvements were considered and approved by the Council. Approval of the plans and specifications as prepared by staff also requires Council action at this time for authorization to advertise for bids.

Project No. 2301-A Reconstruction

Gorton Avenue NW – 14th Street to 30th Street/CR 5

18th Street NW Cul-De-Sac

20th Street NW Cul-De-Sac

Project No. 2301-B Reconstruction

13th Street SW – Trott Avenue to Willmar Avenue

Grace Avenue SW – 11th Street to 15th Street

Rice Avenue SW – 8th Street to 10th Street

8th Street SW – Kandiyohi Avenue to Rice Avenue

10th Street SW – Kandiyohi Avenue to Rice Avenue

Project No. 2301-C Reconstruction

Irene Avenue SE – 6th Street to 12th Street

Augusta Avenue SE – 5th Street SE to East End of Street

Mary Avenue SE – 9th Street SE to East End of Street

Project No. 2303 Overlay
23rd Street SE Area

Project No. 2304 Parking Lot & Path Improvements
Block 22 Parking Lot and Sunrise Path

Project No. 2308 Seal Coat Improvements
Seal coat improvements for a multitude of streets throughout the City

BUDGETARY/FISCAL ISSUES:
Sources of funding for the 2023 Improvement Projects include monies from assessments, state aid funds, Municipal Utilities Commission, wastewater funds, LOST funds, and bond proceeds. Total estimated cost before revenue $20,953,984

ALTERNATIVES TO CONSIDER:
Consider advertising for:
Project 2301-A Reconstruction estimated cost of $ 6,795,283
Project 2301-C Reconstruction estimated cost of $ 4,636,090
Project 2023 Overlay estimated cost of $ 1,536,377
Project 2024 County Overlay estimated cost of 830,750

Total Project Cost $13,798,500

ATTACHMENTS:
1. Resolution - APPROVE SPECS & ADV. FOR BIDS 2023 PROJECTS

RESOLUTION NO.______

A RESOLUTION APPROVING FINAL PLANS AND SPECIFICATIONS AND AUTHORIZING PUBLICATION OF THE ADVERTISEMENT FOR BIDS FOR A PORTION OF THE 2023 IMPROVEMENT PROJECTS.

Motion By:______________________ Second By:_____________________

WHEREAS the City Engineer of the City of Willmar has presented to the City Council plans and specifications for Project Nos. 2301-A, 2301-B, 2301-C, 2303, 2304, and 2308 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. Multiple bid packages will be publicly opened and read with the first opening scheduled for 1:00 p.m. on the 29th day of March, 2023 for Project Nos. 2303-A, 2303-B, 2303-C, 2303, 2304, and 2308 at the City Office Building, 333 Southwest Sixth Street, Willmar, Minnesota.

Dated this 21st day of February, 2023

____
Mayor

Attest:

____
City Clerk

City of Willmar

City Council Action Request

Council Meeting Date:	February 21, 2023	**Agenda Item Number:**	11.D.
Agenda Section:	Regular Business	**Originating Department:**	Information Technology
Resolution:	Yes	**Prepared By:**	Jonah Johnson, Information Systems Coordinator
Ordinance:	No	**Presented By:**	Kyle Box, City Operations Director, Jonah Johnson, Information Systems Coordinator
Item:	I.S./Parks & Rec Audio/Visual Equipment Purchase		

RECOMMENDED ACTION:
Motion by _________________ Second by _________________ to approve the purchase of audio/visual equipment listed in the attached quotation from B&H Photo - Video - Pro Audio using ARPA funds.

OVERVIEW:
Information Systems and Parks and Recreation is requesting approval to purchase audio/visual equipment for the Civic Center/Events & Recreation Center. This equipment will add videoconferencing capabilities to three spaces in the building. It also provides two mobile projectors/screens to be used anywhere in the building. Funds previously identified in the 2023 CIP will be used for this purchase.

BUDGETARY/FISCAL ISSUES:

B&H $22,547.80
CDW $24,185.06

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:
1. B&H quotation
2. CDW-G quotation
3. Resolution B&H_ARPA

B&H PHOTO - VIDEO - PRO AUDIO *The Professional's Source*	**Government, Education, and Corporate Department** For Pricing Requests, Purchase Orders, and Customer Service:

Phone: 800-947-8003 212-239-7503
Fax: 800-858-5517 212-239-7759
Email: Education: emailbids@bhphoto.com Corporate: corporatesales@bhphoto.com Fed Gov: federalsales@bhphoto.com State and Local: biddept@bhphoto.com
420 Ninth Avenue, New York City, NY 10001 • www.bhphotovideo.com
Federal ID#: 13-2768071

Prices Are Valid Until: 03/03/23 **Quote No.:** 1094984686
Reference No.: R201202-OMNIA

Sold To: **Jonah Johnson**
City Of Willmar
333 6Th St Sw
Attn: Jonah Johnson
WILLMAR, MN 56201

Bill Phone: **(320)214-5182**

Date	Customer Code	Terms	Salesperson	Ship Via
01/31/23	B6165330	N/A	WB	MULTIPLE

Qty Ord	Item Description	SKU# MFR#	Item Price	Amount
3	LG 75"TRUMOTION 4K UHD 75 SERIES TV/REG Instant Savings 100.00 $100.00 Instant Savings Exp. 02/05/23 This item currently has a price of $696.99 while supplies last. In Stock - while supplies last.	LG75UQ759PUB (75UQ7590PUB)	693.50	2,080.50
3	GABOR TILT MOUNT PREMIUM XTRA LARGE 42 - 90"/REG In Stock - while supplies last.	GATMPX (TMP-X)	69.00	207.00
3	LOGITECH RALLY MOUNTING KIT/REG In Stock - while supplies last.	LORALLYMTKIT (939-001644)	138.10	414.30
6	LOGITECH RALLY MIC POD MOUNT/GRAPHITE/REG In Stock - while supplies last.	LORMPMTGR (952-000002)	64.50	387.00

Continued on Next Page ...

B&H PHOTO - VIDEO - PRO AUDIO
The Professional's Source

Government, Education, and Corporate Department
For Pricing Requests, Purchase Orders, and Customer Service:
Phone: 800-947-8003 212-239-7503
Fax: 800-858-5517 212-239-7759
Email: Education: emailbids@bhphoto.com Corporate: corporatesales@bhphoto.com Fed Gov: federalsales@bhphoto.com State and Local: biddept@bhphoto.com
420 Ninth Avenue, New York City, NY 10001 • www.bhphotovideo.com

Federal ID#: 13-2768071

Quote No.: 1094984686

Date	Customer Code	Terms	Salesperson	Ship Via
01/31/23	B6165330	N/A	Slsm	MULTIPLE

Qty Ord	Item Description	SKU# MFR#	Item Price	Amount
3	LOGITECH RALLY MIC POD HUB/REG In Stock - while supplies last.	LORALLYPODHB (939-001647)	229.00	687.00
3	LOGITECH RALLY PLUS CONFERENCECAM SYSTEM/REG In Stock - while supplies last.	LORALLYPLUS (960-001225)	2,384.00	7,152.00
3	HEWLETT ED800G9 DM/i5-12500T/16-512/UH770/W11P/REG *Your request for the additional qty has been approved* Special Order. 2-4 weeks	HE80068S67UT (68S67UT#ABA)	1,159.00	3,477.00
2	EPSON POWERLITE L630U 6200L WUXGA LSR PRJCTR/REG In Stock - while supplies last.	EPL630U (V11HA26020)	3,182.00	6,364.00
2	ELITE EZ-CINEMA 150"/16:9 SCREEN/REG Special Order. 4-6 weeks	ELF150NWH (F150NWH)	754.50	1,509.00

Continued on Next Page ...

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Government, Education, and Corporate Department

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Phone: 800-947-8003 212-239-7503
Fax: 800-858-5517 212-239-7759
Email: Education: emailbids@bhphoto.com Corporate: corporatesales@bhphoto.com Fed Gov: federalsales@bhphoto.com State and Local: biddept@bhphoto.com

420 Ninth Avenue, New York City, NY 10001 • www.bhphotovideo.com

Federal ID#: 13-2768071

Quote No.: 1094984686

Date	Customer Code	Terms	Salesperson	Ship Via
01/31/23	B6165330	N/A	Slsm	MULTIPLE

Qty Ord	Item Description	SKU# MFR#	Item Price	Amount

PLEASE NOTE: ---

**** Please reference your quote number on all PO's ****

**** ALL PRICES ARE LISTED IN USD ****

Certain items may be enforced by vendor to sell at the vendor-imposed price posted at the time of order.

Payment Type -	- Amount
NO PAYMENT TYPE SELECTED	

Sub-Total:	22,277.80
Shipping:	270.00
Total:	22,547.80

Review and Complete Purchase

JONAH JOHNSON,

Thank you for considering CDW•G for your technology needs. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
1C9PR7L	1/31/2023	CIVIC CENTER A/V	12551751	$24,185.06

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Epson PowerLite L630U Full HD WUXGA Long-throw Laser Projector Mfg. Part#: V11HA26020 Contract: Sourcewell 081419-CDW Tech Catalog (081419#CDW)	2	6558949	$3,224.31	$6,448.62
HP Elite 800 G9 - Wolf Pro Security - mini desktop - Core i5 12500T 2 GHz - Mfg. Part#: 68S67UT#ABA Contract: Sourcewell 081419-CDW Tech Catalog (081419#CDW)	3	6910965	$1,123.30	$3,369.90
LG 75UR340C9UD UR340C Series - 75" LED-backlit LCD TV - 4K - for digital si Mfg. Part#: 75UR340C9UD Contract: Sourcewell 081419-CDW Tech Catalog (081419#CDW)	3	6688374	$1,627.50	$4,882.50
Logitech Rally Plus - video conferencing kit Mfg. Part#: 960-001225 UNSPSC: 45111902 Contract: Minnesota Services Cooperative (022-G)	3	5244100	$2,469.05	$7,407.15
Logitech Rally Mic Pod Hub - microphone interface adapter Mfg. Part#: 939-001647 Contract: Minnesota Services Cooperative (022-G)	3	5244120	$237.49	$712.47
Logitech Table Mount for Rally Mic Pod - Black Mfg. Part#: 952-000002 Contract: Minnesota Services Cooperative (022-G)	6	5590304	$66.49	$398.94
Logitech Rally - video conferencing mounting kit Mfg. Part#: 939-001644 UNSPSC: 31162313 Contract: Minnesota Services Cooperative (022-G)	3	5244124	$142.49	$427.47
Kodak projection screen - 100" (100 in) Mfg. Part#: RODPJSTS100.16	2	7195788	$171.61	$343.22

QUOTE DETAILS (CONT.)				
Contract: Sourcewell 081419-CDW Tech Catalog (081419#CDW)				
StarTech.com Flat Screen TV Wall Mount - Tilting - For 32 to 75 TV - Steel Mfg. Part#: FLATPNLWALL UNSPSC: 31162313 Contract: Sourcewell 081419-CDW Tech Catalog (081419#CDW)	3	4504736	$64.93	$194.79

SUBTOTAL	$24,185.06
SHIPPING	$0.00
SALES TAX	$0.00
GRAND TOTAL	**$24,185.06**

PURCHASER BILLING INFO	DELIVER TO
Billing Address: CITY OF WILLMAR ROSS SMEBY 333 6TH ST SW WILLMAR, MN 56201-3457 **Phone:** (320) 214-5182 **Payment Terms:**	**Shipping Address:** CITY OF WILLMAR ATTN: JONAH JOHNSON 333 6TH ST SW WILLMAR, MN 56201 **Phone:** (320) 214-5182 **Shipping Method:** UPS Ground (2- 3 Day)
	Please remit payments to:
	CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515

Sales Contact Info

Kalvin Whitfield | (877) 325-0322 | kalvwhi@cdwg.com

Need Help?

My Account | Support | Call 800.800.4239

About Us | Privacy Policy | Terms and Conditions

This order is subject to CDW's Terms and Conditions of Sales and Service Projects at
http://www.cdwg.com/content/terms-conditions/product-sales.aspx
For more information, contact a CDW account manager

RESOLUTION NO.

RESOLUTION AUTHORIZING EXECUTION OF A CONTRACT WITH B & H PHOTO, VIDEO, PRO AUDIO

Motion By:________________________ Second By:________________________

BE IT RESOLVED by the City Council of the City of Willmar that the quote from B&H Photo, Video, Pro Audio for audio/ visual equipment in the amount of $22,547.80 is accepted.

BE IT FURTHER RESOLVED THAT the City Council of the City of Willmar authorize the use of American Rescue Plan Act (ARPA) funds for this one-time purchase for long-lasting improvements to city infrastructure.

The Mayor and City Administrator are authorized to execute this agreement and any amendments on behalf of the City of Willmar.

Dated this 21st day of February 2023

____
MAYOR

Attest:

____
CITY CLERK

City of Willmar

City Council Action Request

Council Meeting Date:	February 21, 2023	Agenda Item Number:	11.E.
Agenda Section:	Regular Business	Originating Department:	Planning and Development
Resolution:	Yes	Prepared By:	Justice Walker, Planning and Development Director
Ordinance:	No	Presented By:	Justice Walker, Planning and Development Director
Item:	Hoting Annexation		

RECOMMENDED ACTION:
Approve the Hoting Annexation request and direct staff to present the Joint Resolution to the Township

OVERVIEW:
Staff was approached by Henry & Alice Hoting to annex into the City for sewer services. Staff has consulted the necessary departments and legal counsel to determine if this was a viable annexation. Upon review, the City can annex the Hoting property by resolution, since city limits surround the property on three sides. Staff has spoken with the township concerning the annexation, and they are awaiting directions from the City to approve the annexation.

BUDGETARY/FISCAL ISSUES:
City would pay the Township five (5) years of taxes in one lump sum. Property taxes paid to the township for 2022 were $191.05.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:
1. Willmar OA Agreement - prop owner petition - Hoting (v1) 020623
2. Hoting Annexation Resolution

STATE OF MINNESOTA

OFFICE OF ADMINISTRATIVE HEARINGS

IN THE MATTER OF THE JOINT RESOLUTION OF THE CITY OF WILLMAR AND WILLMAR TOWNSHIP DESIGNATING CERTAIN AREAS AS IN NEED OF ORDERLY ANNEXATION PURSUANT TO MINNESOTA STATUTES § 414.0325	**JOINT RESOLUTION FOR ORDERLY ANNEXATION**

WHEREAS, 100 percent of property owners with property located within the Township of Willmar ("Township") and legally described in Exhibit A, which is attached hereto and incorporated herein by reference (referred to hereinafter as the "Subject Area"), petitioned the City of Willmar ("City") seeking annexation of that property to the City; and

WHEREAS, the Township and City have agreed to work cooperatively to accomplish the orderly annexation of the Subject Area legally described in Exhibit A; and

WHEREAS, for ease of reference, the Subject Area proposed for annexation in accordance with this Joint Resolution and legally described in Exhibit A is shown on the map attached hereto as Exhibit B and incorporated herein by reference; and

WHEREAS, the City and Township agree that orderly annexation of the Subject Area is in the best interest of the property owners and would benefit the public health, safety, and welfare of the community; and

WHEREAS, the City and Township agree that the Subject Area legally described in Exhibit A is in need of immediate orderly annexation; and

WHEREAS, the City and Township desire to accomplish the immediate orderly annexation of the Subject Area without the need for any further hearing before the Office of Administrative Hearings.

NOW, THEREFORE, BE IT RESOLVED by the Town Board of Supervisors of Willmar Township and the City Council of the City of Willmar, as follows:

1. Designation of Orderly Annexation Area – City of Willmar and Willmar Township. The Township and the City hereby designate the Subject Area legally described in Exhibit A, which is attached hereto and incorporated herein by reference, for immediate orderly annexation pursuant to Minnesota Statutes, Section 414.0325.

2. Acreage. The Township and City agree that the above-mentioned Subject Area legally described in Exhibit A and designated as in need of immediate orderly annexation is approximately 1.57 acres.

3. Population. The Township and City agree that the population of the Subject Area legally described in Exhibit A and designated as in need of immediate orderly annexation herein is 1.

4. Map of Area. A boundary map showing the Subject Area legally described in Exhibit A is attached hereto as Exhibit B and is incorporated herein by reference.

5. No Hearing Required. Pursuant to Minnesota Statutes, Section 414.0325, the Township and City agree that no alteration of the boundaries stated herein is appropriate, that all conditions for annexation of the Subject Area legally described in Exhibit A are contained in this Joint Resolution, and that no consideration by the Office of Administrative Hearings is necessary. Upon the execution and filing of this Joint Resolution, the Office of Administrative Hearings may review and comment thereon, but shall, within 30 days of receipt of this Joint Resolution, order the annexation of the Subject Area legally described in Exhibit A in accordance with the terms and conditions contained in this Joint Resolution.

6. Tax Reimbursement. The City and Township agree that upon annexation of the Subject Area legally described in Exhibit A, the City shall reimburse the Township for the loss of taxes from the property so annexed in accordance with the following:

    a. In the year when the City could first levy on the annexed area, the City shall make a cash payment to the Township in an amount equal to five (5) times the property taxes distributed to the Township in regard to the annexed area in the last year that property taxes from the annexed area were payable to the Township.

    b. Thereafter, the City will no longer reimburse the Township. The City shall make payment as contemplated herein no later than December 31 of the first year following the year when the City could first levy on the annexed area.

7. Notice of Intent. This Joint Resolution is not subject to the notice and publication requirements of Minn. Stat. § 414.0325, subd. 1b since this Joint Resolution designates the Subject Areas for immediate annexation and all of the property owners of the Subject Areas have petitioned the City to be annexed.

8. Termination. This Joint Resolution shall remain in full force and effect until completion of tax reimbursement to the Township in accordance with paragraph 6 of this Joint Resolution.

9. Governing Law. The Township and City agree that this Joint Resolution is made pursuant to, and shall be construed in accordance with the laws of the State of Minnesota.

10. Headings and Captions. The Township and City agree that the headings and captions contained in this Joint Resolution are for convenience only and are not intended to alter any of the provisions of this Joint Resolution.

11. Entire Agreement. The terms, covenants, conditions and provisions of this Joint Resolution shall constitute the entire agreement between the parties hereto superseding all prior

agreements and negotiations. This Joint Resolution shall be binding upon and inure to the benefit of the respective successors and assigns of the Township and City.

12. Legal Description and Mapping. The Township and City agree that in the event there are errors, omissions or any other problems with the legal descriptions provided in Exhibit A or mapping provided in Exhibit B, in the judgment of the Office of Administrative Hearings, the City and Township agree to make such corrections and file any additional documentation, including a new Exhibit A or Exhibit B making the corrections requested or required by the Office of Administrative Hearings as necessary to make effective the annexation of said Subject Area in accordance with the terms of this Joint Resolution.

13. Notice. Any notices required under the provisions of this Joint Resolution shall be in writing and sufficiently given if delivered in person or sent by U.S. mail, postage prepaid, as follows:

If to the City:

Leslie Valiant
City Administrator
Willmar City Hall
333 6th St SW
Willmar, MN 56201

If to the Township:

Ron Klein
Township Clerk
Willmar Township
4350 15th Street SW
Willmar, MN 56201

14. Effective Date. This Joint Resolution shall be effective on the date that the last party hereto signs and dates said document.

15. Filing. The Township and City agree that upon adoption and execution of this Joint Resolution, the City shall file the same with the Office of Administrative Hearings Municipal Boundary Adjustments Office and pay the required filing fee.

[*Signature page to follow*]

Passed, adopted, and approved by the Town Board of Supervisors of Willmar Township, Kandiyohi County, Minnesota, this ___ day of ___________, 2023.

WILLMAR TOWNSHIP

By: ______________________________
Donavon C. Monson, Chairman

ATTEST:

____
Ron Klein, Town Clerk

Passed, adopted, and approved by the City Council of the City of Willmar, Kandiyohi County, Minnesota, this ___ day of ___________, 2023.

CITY OF WILLMAR

By: ______________________________
Douglas Reese, Mayor

ATTEST:

By: ______________________________
Leslie Valiant, City Administrator

<u>EXHIBIT A</u>

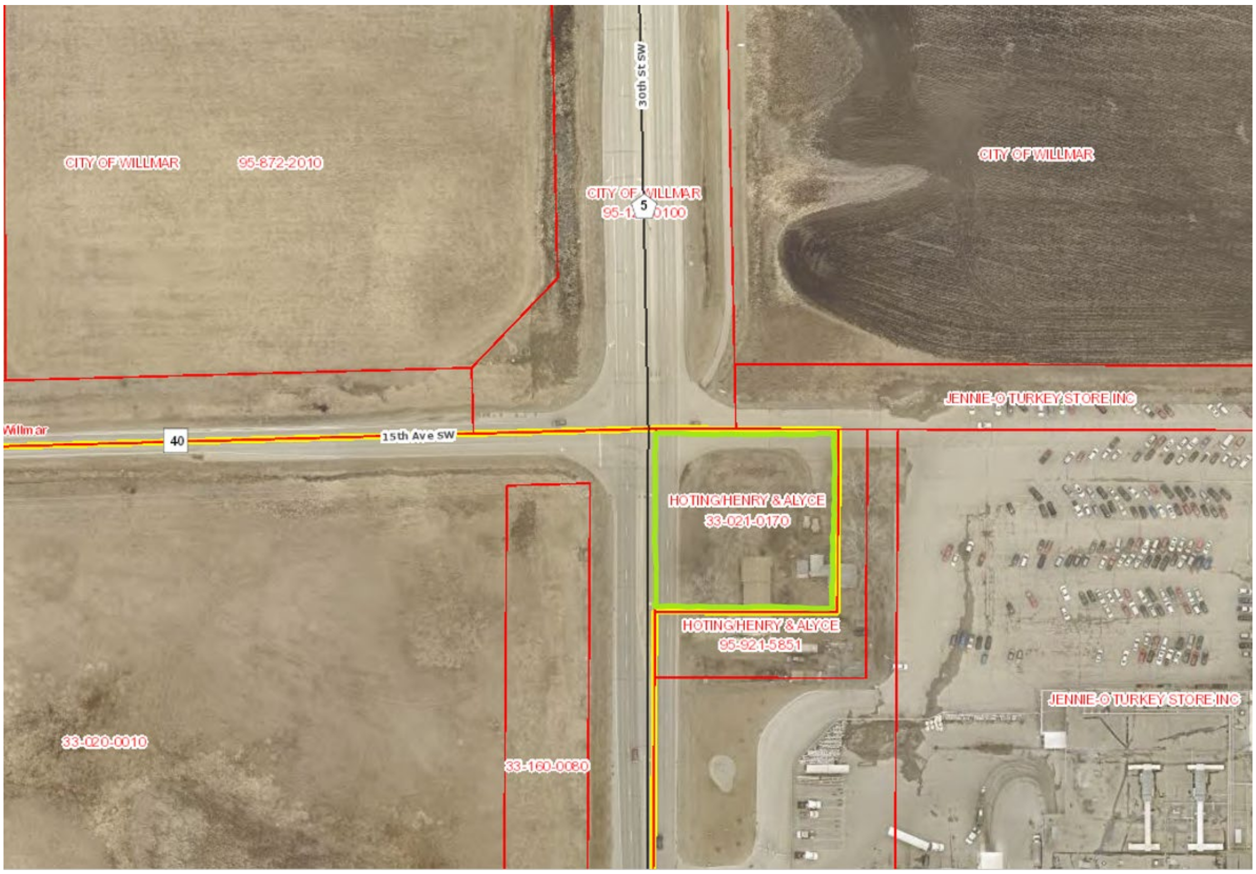
Legal Description of Subject Area

The Subject Area A to be annexed in the attached Joint Resolution is legally described as follows:

> The North 208 feet of the West 208 feet of the Northwest Quarter of Section 21, Township 119N, Range 35W, subject to easements and encumbrances of record

<u>EXHIBIT B</u>
Boundary Map

The following is a municipal boundary map as referenced in the attached Joint Resolution, showing the current City of Willmar (boundary shown in yellow) and its relation to the Subject Area to be annexed (parcel boundary shown in green), which are legally described in <u>Exhibit A</u>:



Resolution No.__________

A RESOLUTION APPROVING THE JOINT RESOLUTION FOR ORDERLY ANNEXATION.

Motion By:______________________ Second By:_____________________

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota that Joint Resolution for orderly annexation of the Hoting property has been approved, and be it further resolved that the Mayor and City Administrator of the City of Willmar are hereby authorized to execute a version thereof.

Dated this 21st day of February, 2023

____
Mayor

Attest:

____

City of Willmar

City Council Action Request

Council Meeting Date:	February 21, 2023	**Agenda Item Number:**	11.F.
Agenda Section:	Regular Business	**Originating Department:**	City Clerk
Resolution:	No	**Prepared By:**	Judy Thompson, City Clerk
Ordinance:	No	**Presented By:**	Judy Thompson, City Clerk
Item:	Certification of Classification of Tax Forfeited Properties		

RECOMMENDED ACTION:
Motion to approve the County's valuations for said tax forfeited parcels and approve said parcels for public auction or request a conveyance for public use.

OVERVIEW:
(Parcel No. 95-184-0840) A residential lot with a home on it located at 512 13th Street SE; (Parcel No. 95-705-2020) Private street used for access to Culver's Restaurant; (Parcel No. 95-705-2030) A vacant outlet just west of the private street used for access to Culver's Restaurant, have been forfeited to the State of Minnesota for non-payment of property taxes. As such, Kandiyohi County has valued these parcels at $65,000; $1,400; and $50 respectively. There are special assessments levied against all three parcels which would be collected from proceeds of sale, or assessed against said property at time of sale.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:
Request a conveyance for public use

ATTACHMENTS:
1. Certification Of County Board of Classification of Forfeited Lands and Maps of Property Location

CERTIFICATION OF COUNTY BOARD OF CLASSIFICATION OF FORFEITED LANDS AS PROVIDED BY CHAPTER 386, LAWS 1935 AS AMENDED.

To the (Township/City) Board of the City of Willmar:

We, the members of the County Board of the County of Kandiyohi, Minnesota, do hereby certify that the parcels of land hereinafter listed are all of the lands which have been classified by us as non-conservation lands, from the list of lands forfeited to the State of Minnesota for non-payment of taxes for the year or years 2015-2019 as provided by Minnesota Statutes 1945, Section 282.01 as amended.

Parcel Number	Former Property Owner	Legal Description	Appraised Value
95-184-0840	Luis De Real	Lot 4 and the Northerly Half of 5, Block 6, Erickson's Third Addition to Willmar, according to the map or plat thereof on file or of record in the Office of the County Recorder in and for Kandiyohi County, Minnesota.	$65,000
95-705-2020	Schmitt Family Real Estate Corporation	Outlot A Schmitt Second Addition	$1,400
95-705-2030	Schmitt Family Real Estate Corporation	Outlot B Schmitt Second Addition	$50

were each duly bid in for the State, and that each of the said parcels of land still remain unredeemed.

I DO FURTHER CERTIFY that the time for redemption of each of said parcel(s) of land has expired after notice given as provided by law, and that absolute title to each of the said parcels of land has vested in the State of Minnesota.

Witness my hand and official seal this 3rd day of January, 2023.

Chairman

Commissioner

Commissioner

Commissioner

Commissioner

Mark Thompson
County Auditor/Treasurer

Kandiyohi County, Minnesota

The foregoing classification and sale(s) is hereby approved.

By the City/Township Board of the City of Willmar.

Form 440A

95-184-0840


RAMPAART/BERNARDUS & ALIDA
95-184-0810
95-914-1270
95-914-1280
NU EH LAH/HAY MAY
95-184-0830
13th St SE
CONTR
ISACK
Willmar
STATE OF MINNESOTA
95-184-0840
100-0060
95-100-0070
LEROHL/PETER
PLATT/JUSTIN95-184-0860
DIVINE
95-914-2615
GESCH PROPERTIES LLC


19th Ave SE
STATE OF MINNESOTA
95-705-2020
95-705-2000
FS PROPERTY OF WILLMAR LLC
Willmar
PAFFRATH JEFFREY T & MARNI E
95-705-2010
SUPERVALU INC
95-787-2000

95-705-2020


STATE OF MINNESOTA
95-705-2020
Willmar
Tax Payer STATE OF MINNESOTA
Parcel ID:
95-705-2020
Taxpayer Address:
PO BOX 936
WILLMAR, MN 56,201.00
Next Yr Tax Data
Current Year Tax Data
Desc:
Lot 0 Block 0
SCHMITT ADDITION
SECOND ADDITION
OUTLOT A
Zoom to


19th Ave SE
STATE OF MINNESOTA
95-705-2030
95-705-2000
FS PROPERTY OF WILLMAR LLC
Willmar
PAFFRATH JEFFREY T & MARNI E
95-705-2010
SUPERVALU INC
95-787-2000

95-705-2030

City of Willmar

City Council Action Request

Council Meeting Date:	February 21, 2023	Agenda Item Number:	11.G.
Agenda Section:	Regular Business	Originating Department:	Administration
Resolution:	Yes	Prepared By:	Kyle Box, City Operations Director
Ordinance:	No	Presented By:	Kyle Box, City Operations Director
Item:	Consider a Resolution for a Sound System at Orange Field		

RECOMMENDED ACTION:
Council approval for the Resolution to purchase a Sound System for the Orange Field ballpark

OVERVIEW:
A sound system is being requested to be installed at Orange Field ballpark. The sound system would be paid for with contingency funds from the Swansson Field project. A quote from Backes Technology Services, Inc. was received in the amount of $17,626.88. The amount of contingency funds remaining for Swansson Field is $29,101.56. If approved, this would complete the Orange Field project.

BUDGETARY/FISCAL ISSUES:
$17,626.88 (Used from Project Contingency Funds)

ALTERNATIVES TO CONSIDER:
None Recommended

ATTACHMENTS:
1. Quote BACKES_TECHNOLOGY_SERVICES_INC
2. Resolution_Backes_Sounds System

BACKES TECHNOLOGY SERVICES, INC.
3113 3rd Ave. SW
Willmar, MN 56201
(320) 262-3961
office@btstechs.com
http://www.backes-services.com

Estimate 5452

ADDRESS
Willmar Civic Center*
2707 Arena Drive
Willmar, MN 56201

DATE	TOTAL
02/13/2023	$17,626.88

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Orange Baseball Field Audio System- Updated 2-13-23			
	Data 2' Enclosed Wall Mount Rack Data 2' Enclosed Wall Mount Rack 25" Depth	1	807.90	807.90T
	TOA M-9000M2-CU Modular Mixer TOA Modular Digital Matrix Mixer - Up to 8 Mic/Line Inputs - Digital Signal Processor - Two Line	1	776.70	776.70T
	TOA D-001T Input Module TOA D-001T Input Module for 9000/9000M2 - Two Mic/Line Inputs with IDSP- Removable Terminal Block	1	193.21	193.21T
	TOA D-001R Input Module TOA D-001R Input Module for 9000/9000M2 - Two Mic/Line Inputs w/ Display Stereo Summing Dual RCA Jacks on	1	193.21	193.21T
	TOA T-001T Output Module for 9000/9000M2 TOA T-001T Output Module for 9000/9000M2	1	156.58	156.58T
	TOA RC-001TPS Control Module RS-485 for 9000 TOA Control Module RS-485 for 9000	1	370.96	370.96T
	TOA DA-250FH CU Digital Power Amplifier TOA Digital Power Amplifier- 4X 250 W @ 70 V-2X 500 @140V (1U)	1	1,825.89	1,825.89T
	TOA ZM-9014 4-Button Remote Panel TOA Assignable 4-Button Remote Panel with Volume Control	1	345.93	345.93T
	TOA HA-1010-AMQ Array Speaker TOA Slim Outdoor Line Array Speaker, IPX5, 50W@70V	2	1,381.52	2,763.04T
	TOA CS-761 W 2-way Coaxial Horn Speaker 60 Watt TOA 2-way Coaxial Horn Speaker 60 Watt	2	382.55	765.10T

DATE	ACTIVITY	QTY	RATE	AMOUNT
	MATERIAL Denon 300Z Player	1	679.49	679.49T
	TOA PM-660U Desktop Paging Microphone TOA Desktop Paging Microphone	1	152.71	152.71T
	TOA WT-D5800 Digital UHF Wireless Receiver with Rack Mount Kit TOA Digital UHF Wireless Receiver	1	653.04	653.04T
	TOA WM-D5200-H1D00 Handheld Wireless Mic TOA Handheld Wireless Microphone	1	452.10	452.10T
	TOA YW-4500 Wall Mount Antenna TOA Wall Mount Antenna	2	224.13	448.26T
	TOA BC-50002PS Battery Charger TOA Battery Charger	1	529.40	529.40T
	TOA WB-2000-2 Y Rechargeable Battery TOA Rechargeable Battery	1	36.79	36.79T
	14/2 Control Wire 14/2 Control Wire - Price per foot- Outdoor	1,000	0.68	680.00T
	EMT 3/4" Pipe EMT 3/4" Pipe - Price per stick	13	17.40	226.20T
	EMT 3/4" Coupling 3/4" EMT Coupling	15	0.76	11.40T
	EMT 3/4" - 1-Hole Strap EMT 3/4" - 1-Hole Strap	40	0.54	21.60T
	EMT 3/4" Connector 3/4" EMT Connector	8	0.64	5.12T
	4x4" Metal Box 4x4" Metal Box	3	5.75	17.25T
	LABOR Install system and program	1	5,110.00	5,110.00
	Lift Rental with Operator Lift Rental with Operator	1	405.00	405.00

Prices good for 10 days. Prices subject to change based on manufacturing rates.

Fax: 320-262-3964
e-mail: cbackes@backes-services.com

SUBTOTAL	17,626.88
TAX (0)	0.00
TOTAL	$17,626.88

THANK YOU.

Accepted By

Accepted Date

RESOLUTION NO.

RESOLUTION AUTHORIZING ACCEPTANCE OF A QUOTE FROM BACKES TECHNOLOGY SERVICES, INC.

Motion By:_________________________ Second By:_________________________

BE IT RESOLVED by the City Council of the City of Willmar that the quote from Backes Technology Services, Inc., for a sound system in the amount of, 17,626.88 is accepted.

The Mayor and City Administrator are authorized to execute this agreement and any amendments on behalf of the City of Willmar.

Dated this 21st day of February 2023

____
MAYOR

Attest:

____
CITY CLERK