

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, FEBRUARY 3, 2020**

CALL TO ORDER –Mayor Shaw

- Mayor Jed Shaw called the regular scheduled meeting to order at 6:00 p.m.
- Pledge of Allegiance
 - Council members present: Hansen, Shaw and Wilkening
 - Council members absent: Senenfelder, Moore
 - Others present during portions of the meeting included:

Terri Bjorklund, City Administrator	Pamela Smith, City Employee
Travis Baker, City Police	John Valen, City Attorney
Mike Ridlon, Public Works Director	Carrie Johnson, Frost Fest
Amy Ysteboe, Frost Fest	Mark Vondenkamp, Frost Fest
Jen Arnold, Frost Fest	Tony Sauer, Frost Fest

CONSENT AGENDA-Mayor Shaw

M/S Wilkening/Hansen to approve the Consent Agenda Items 1 thru 15 as follows waving the reading.

1. Approve Walker City Council regular meeting minutes of January 6th, 2020.
2. Review and file draft of Walker Planning Commission/Board of Adjustments regular meeting minutes of January 27th, 2020.
3. Review and file December 2019 Zoning Administrator report.
4. Review and file draft of Walker Park Advisory Board minutes of January 28th, 2020.
5. Review and file draft of Walker Public Library Board minutes of January 15th, 2020.
6. Review and file Walker Police Department Monthly Report.
7. Review and file Public Works Committee meeting minutes of January 28th, 2020.
8. Review and file Walker Area Joint Fire Department Minutes of January 9th, 2020.
9. Approve Cash Balance Report as of December 31st, 2019.
10. Approve payment of invoice 379295 in the amount of \$12,450.00 to SEH for Walker Municipal Airport Master Plan with Airport Layout Plan.
11. Review and file Cass County's January Tax Settlement.
12. Review and file letter from the Leech Lake Association regarding flood control on area lakes and rivers.
13. Review and file Walker Municipal Airport (Y49) Grant Project Meeting agenda of January 9th, 2020.
14. Review and file Paul Bunyan Safety Committee Agenda of January 28th, 2020.
15. Approve 2020 Pay Equity Compliance Report for complying with the local government pay equity requirements.

Wilkening questioned the Library Board minutes; he stated that there was a question within the minutes about whether or not Char had voting rights. Wilkening stated that she is their representative so it should not make any difference. They may have misunderstood.

Motion passed (3-0)

SCHEDULED CITIZENS PRESENTATION –Mayor Shaw

None.

CITY STAFF COMMENTS – Administrator Terri Bjorklund

None.

PERSONNEL, BUDGET & ADMINISTRATION – Councilmember Wilkening

1. **M/S** Wilkening/Hansen to approve of Claim #57522 to Claim #57625 including Voided Check Numbers 57535 and 57543 and bank drafts in the amount of \$279,738.44
Motion passed (3-0)
2. **M/S** Wilkening/Hansen to approve to send Terri Bjorklund to MCFOA Annual Conference March 16-19, 2020 in St. Cloud, MN at a cost of \$275.00 plus meals, lodging and mileage.
Motion passed (3-0)
3. **M/S** Wilkening/Hansen to approve to pay Invoice 025-284013 from Tyler Technologies in the amount of \$9,223.00 for annual fees.
Motion passed (3-0)
4. **M/S** Wilkening/Hansen to approve to send up to 6 staff members to the LMC 2020 Safety and Loss Control workshops March 25th, 2020 in Bemidji at a cost of \$20.00 each plus mileage.
Motion passed (3-0)
5. **M/S** Wilkening/Hansen to approve to pay Invoice #35 from the Walker Area Joint Fire Department in the amount of \$30,261.11 for the City's portion of the Walker Fire Contract.
Motion passed (3-0)
6. **M/S** Wilkening/Hansen to approve of the 1 day Temporary Liquor License application from Portage Brewing for Frost Fest on 3-14-2020; contingent upon receiving proof of liquor liability insurance.
Motion passed (3-0)
7. **M/S** Wilkening/Hansen to approve of Resolution 07-2020, a resolution to appoint presidential primary, primary and general election judges for the elections of March 3, 2020, August 11, 2020 and November 3, 2020.
Roll Call: Ayes: Hansen, Shaw, Wilkening Nays: None
Absent: Senenfelder, Moore
Motion passed (3-0)
8. **M/S** Wilkening/Hansen to approve to pay Invoice dated 2/3/2020 from the League of Minnesota Cities in the amount of \$21,752 for workers compensation coverage premium.
Motion passed (3-0)

**ECONOMIC DEVELOPMENT/LIQUOR STORE/AIRPORT/LIBRARY-
Councilmember Hansen**

1. **M/S** Hansen/Wilkening to approve of Walker Planning Commission/Board of Adjustments Meeting Minutes of December 30th, 2019.
Motion passed (3-0)

2. **M/S Hansen/Wilkening** to approve of the recommendation of Walker Planning Commission/Board of Adjustments to approve Ordinance 2019-06, an Ordinance adding Tiny Homes Subdivision to the City Ordinance.
Motion passed (3-0)
3. **M/S Hansen/Wilkening** to approve of the recommendation of the Walker Planning Commission/Board of Adjustments to approve Resolution 05-2020, a resolution authorizing publication of Ordinance 2019-06, an Ordinance adding Tiny Homes Subdivision to the City Code.
Roll Call: Ayes: Hansen, Shaw, Wilkening Nays: None
Absent: Senenfelder, Moore
Motion passed (3-0)
4. **M/S Hansen/Wilkening** to approve of the recommendation of the Walker Planning Commission/Board of Adjustments to approve Ordinance 2020-01, a Zoning Classification Designation.
Motion passed (3-0)
5. **M/S Hansen/Wilkening** to approve of the recommendation of the Walker Planning Commission/Board of Adjustments to approve Resolution 06-2020, a resolution authorizing summary publication of Ordinance 2020-01, an Ordinance providing zoning classification designation.
Roll Call: Ayes: Hansen, Shaw, Wilkening Nays: None
Absent: Senenfelder, Moore
Motion passed (3-0)
6. **M/S Hansen/Wilkening** to approve to have staff start the annexation application process with the Minnesota Municipal Board of Adjustments for PID# 38-357-0004; land owned by the City of Walker.
Motion passed (3-0)
7. **M/S Hansen/Wilkening** to approve of the recommendation of the Walker Planning Commission/Board of Adjustments to approve for Susan Ostlund and Randy Carlson to renew their term; both seats as second consecutive terms.
Motion passed (3-0)
8. **M/S Hansen/Wilkening** to approve of Walker Library Board meeting minutes of December 18th, 2019.
Motion passed (3-0)
9. **M/S Hansen/Wilkening** to approve of the Beacon and Riel update grant project by approving the Architect/Engineer Agreement with SEH
Motion passed (3-0)

PARKS & AMBULANCE BOARD– Councilmember Hansen

1. **M/S Hansen/Wilkening** to approve of the Walker Park Advisory Board meeting minutes of December 17th, 2019.
Motion passed (3-0)
2. **M/S Hansen/Wilkening** to approve of the recommendation of the Walker Park Advisory Board to approve the Park application for Frost Fest: Requested by Leech Lake Chamber of Commerce for use of the Lower Park; Friday March 13th, 2020 for set-up, actual event date is Saturday March 14th from 11a.m. to 4:00 p.m., clean-up on Sunday March 15th ending at 4:00 p.m. Approximately 500 participants with the

stipulation that no attaching of signs or panels by means of nails, screws, etc. on City Park structures is allowed.

Motion passed (3-0)

3. **M/S Hansen/Wilkening** to approve of the recommendation of the Walker Park Advisory Board to appoint Jenny Tinklenberg to fill the open park board seat effective February 3, 2020 and to appoint Dayna Merten effective May 1, 2020.
Motion passed (3-0)
4. Discussion and review of the Park Advisory Boards recommendation to not clear the snow to accommodate parking in the Park during the 1st annual Winter Fest.
Wilkening stated that Wayne suggested that we plow the grass area in the park to allow for excess overflow parking and from reading the minutes the park board was not interested. The rest of the park will be cleared out for parking.

PUBLIC WORKS, SAFETY & CEMETERY – Councilmember Wilkening

1. **M/S Wilkening/Hansen** to approve of the recommendation of the Public Works Committee to approve the quote from Bemidji Welders Supply, Inc. to purchase a wire feed welder for the City Shop in the amount of \$2,498.00 with a \$499.00 rebate.
Motion passed (3-0)

OTHER BUSINESS –Mayor Shaw

- City Offices and DMV will be closed on Monday February 17th, 2020 in honor of Presidents’ Day.

ADJOURNMENT-Mayor Jed Shaw

Mayor Shaw adjourns the meeting at 6:11p.m.

Jed Shaw, Mayor

Attest: _____
Terri Bjorklund, Administrator