

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, APRIL 5, 2021**

Due to the COVID-19 pandemic, Governor Walz under Minn. Stat. Chapter 12 – Emergency Management declared a peacetime emergency on March 13th, 2020. The City has determined that an in-person meeting may not be practical or prudent because of the health risks due to the pandemic. The City of Walker Meetings will be held via telephone conference call or by other electronic means as outlined in Minn. Stat. 13D.021. Members of the public who wish to view the meeting virtually should submit a request to hfairchild@ci.walker.mn.us by Friday, April 2nd at 3 p.m.

The City of Walker Council Meeting will be a “hybrid meeting” taking place with two (2) options. You can attend in person at the Walker Fire Hall, located at 701 Elm Avenue or attend virtually via Zoom by sending a request to hfairchild@ci.walker.mn.us.

CALL TO ORDER – Mayor McMurrin

Mayor Annie McMurrin called the regularly scheduled meeting to order at 6:00 p.m.

- Pledge of Allegiance
- Councilmembers present: Mary Beth Hansen, Annie McMurrin, Char Moore, Gary Wilkening, Jim Senenfelder (via Zoom)
- Councilmembers absent: NONE
- Others present during portions of the meeting include:

Hope Fairchild, City Administrator
Wayne Tennis, Police Chief
John Valen, City Attorney
Mike Ridlon, Public Works Director
Jennie Meyer, City Staff
Dean Morrill, Pilot Independent

Robert Moore, Self
Joe Sherman, Self
Steven Hopper, Self
Erin Haefele, Self
Kristin Holly, Walker Bay Live

Mayor McMurrin welcomed Councilor Char Moore back and publicly thanked the Leech Lake Reservation for sharing their vaccinations with the surrounding community.

CONSENT AGENDA – Mayor McMurrin

M/S Wilkening/Hansen to approve consent agenda items 1 through 20 as follows, waiving the reading.

1. Approve Walker City Council regular meeting minutes of March 1, 2021.
2. Review and file draft of Walker Planning Commission/Board of Adjustments regular meeting minutes of March 29th, 2021. *Please note that there was not a quorum present.*
3. Review and file February 2021 Zoning Administrator Report.
4. Review and file Park Advisory Board meeting minutes of March 23rd, 2021.
5. Review and file draft of Walker Public Library Board meeting minutes of March 17th, 2021. *Please note that there was not a quorum present.*

6. Review and file Public Works Committee meeting minutes of March 30th, 2021.
 7. Review and file Walker Cemetery Advisory Board meeting minutes of March 4th, 2021.
 8. Review and file Walker Area Joint Fire Department Minutes of March 11th, 2021.
 9. Review and file Walker Police Department Monthly Report.
 10. Approve Cash Balance Report as of February 28th, 2021.
 11. Review and file Sales Tax Receipts.
 12. Review and file the 2020 Activity Listing Reports for the City of Walker and the Cass County Sheriff's Office 2020 Annual Report.
 13. Approve payment of invoice no. 401442 in the amount of \$4,980.00 to SEH for Walker Municipal Airport Master Plan with Airport Layout Plan (100% of \$249,000.00).
 14. Approve payment of invoice no. 401578 in the amount of \$1,205.00 to SEH for Walker Municipal Airport 2020 Beacon and REIL Replacement – Construction Phase (90% of \$24,000.00).
 15. Approve payment of invoice no. 11878 in the amount of \$10,000.00 to HyTec Construction for library design.
 16. Approve payment of invoice dated 1/31/2021 to Cass County Highway Department for salt and sand usage in the amount of \$2,143.55.
 17. Approve payment of 2021 Property Tax Settlement in the amount of \$7,500.00 to the Cass County Auditor-Treasurer for the ambulance building.
 18. Approve of Mayor McMurrin and Councilor Wilkening to meet with representatives from Miner's SuperOne Foods.
 19. Review and file letter from Cass County Environmental Services: Notice of Hearing for a Conditional Use for property located at 9424 State 371 NW in Shingobee Township.
 20. Review and file letter from Minnesota Department of Transportation in regards to aerial photography targets for aerial survey mapping in the area.
- Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:**
Motion passed (5-0)

SCHEDULED CITIZENS PRESENTATION – Mayor McMurrin

- Dean Morrill – Questions about the City's plans for the new Walker Public Library.

CITY STAFF COMMENTS – Administrator Hope Fairchild

PERSONNEL, BUDGET & ADMINISTRATION – Councilmember Senenfelder

1. M/S Hansen/Wilkening to approve of claim no. 59134 to claim no. 59234 including voided check numbers 59184 and 59185 and bank drafts in the amount of \$178,213.44.
Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:
Motion passed (5-0)
2. M/S Hansen/Wilkening to approve of the transfer request from the Accounting Department to transfer \$32,500.00 from the General Fund 101 to the Library Capital Project Fund 512. Councilor Wilkening clarified that this was the money from the sale of the old library property.
Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:
Motion passed (5-0)

3. M/S Hansen/Wilkening to approve of the Application for Exempt Permit from Special Olympics Minnesota for a raffle that will take place at Chase on the Lake, 502 Cleveland Blvd. W., Walker, MN 56484.
Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:
Motion passed (5-0)
4. M/S Hansen/Wilkening to approve of the Application for Exempt Permit from Walker Area Community Center for a raffle that will take place at Walker Area Community Center, 105 Tower Avenue, Walker, MN 56484.
Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:
Motion passed (5-0)
5. M/S Hansen/Wilkening to approve of adding Jefferson Bus Line’s logo and contact information to the City website.
Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:
Motion passed (5-0)
6. M/S Hansen/McMurrin to approve of Wilbur’s on the Bay, LLC liquor license application for On Sale and Sunday Licenses, pending proof of ownership of the building located at 101 5th St., Walker, MN 56484.
Roll Call: Ayes: Hansen, Senenfelder, Moore, McMurrin Nays:
Abstained: Wilkening
Motion passed (4-0)
7. Discussion on liquor license ordinances.
Administrator Fairchild stated after several discussions with councilmembers and conversations with the State and the League regarding State Statute and liquor license ordinances, it appears the City does not need to hold a public hearing for liquor license amendments, so long as it does not have to do with increasing fees. She stated that the State does not have a limitation on ownership for on-sale establishments and that State Statute lets local governments set minimum seating capacity.
Councilor Wilkening stated that the City Council should review City liquor license ordinances. He suggested that he and Councilor Hansen work with Administrator Fairchild and bring it to the next meeting.
Councilor Senenfelder asked if City Attorney Valen saw any issues with amending the seating capacity ordinance.
City Attorney Valen stated that he did not.
Councilor Wilkening explained that the point behind originally setting the seating capacity was to make sure business owners had a reasonable investment in running the business and keeping it open year-round.
Councilors agreed to discuss the matter further at the next meeting.
8. Hansen motioned to approve of the Fixed Pricing and Volume Commitment for Propane Agreement between the City of Walker and AmeriGas Propane, L.P. from 4/01/2021 until 4/01/2022 with the agreement to purchase 2,000 gallons of propane at a fixed price of \$1.54 per gallon for the City Shop.
Administrator Fairchild stated that natural gas should get out to the City Shop between May and June, so the thought process at this time would be to not approve of this contract.
Councilor Senenfelder agreed that the Council should not approve of the contract and wait until natural gas is available as the price of propane is high.

Administrator Fairchild mentioned she had spoken with Councilor Senenfelder previously about applying for natural gas at the fire hall and for the ambulance building and that she will apply for natural gas for those three shortly.

Motion failed due to lack of a second.

9. M/S Hansen/Wilkening to approve of Resolution 15-2021, a Resolution Accepting Donations Made to the City of Walker Through Fiscal Year 2021.
Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:
Motion passed (5-0)
10. M/S Hansen/Wilkening to approve of Resolution 16-2021, a Resolution Canceling, Rescinding, and Terminating Amended and Restated Development Agreement and Tax Increment Revenue Note.
Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:
Motion passed (5-0)
11. M/S Hansen/Wilkening to approve of City of Walker Police Department Computer Policy.
Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:
Motion passed (5-0)
12. M/S Hansen/Wilkening to approve of amended City of Walker Policy no. 02-2021, Computer Use Policy.
Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:
Motion passed (5-0)
13. M/S Hansen/Wilkening to approve of the City of Walker getting a Facebook page.
Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:
Motion passed (5-0)
14. M/S Hansen/Wilkening to approve of Hope Fairchild attending the virtual Minnesota Municipal Clerks Institute from May 3rd until May 7th, 2021 at the cost of \$445.00. The Council agreed that Administrator Fairchild could do this out of office so she is better able to focus.
Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:
Motion passed (5-0)

**ECONOMIC DEVELOPMENT, LIQUOR STORE, AIRPORT & LIBRARY –
Councilmember Hansen**

1. M/S Hansen/Wilkening to approve of the Walker Municipal Airport Disadvantaged Business Enterprise (DBE) Program Policy.
Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:
Motion passed (5-0)
2. M/S Hansen/Wilkening to approve of the Engineering Design Contract between SEH and the City of Walker for the 2021 Walker Municipal Airport crack sealing and SRE building project. *Please note: the crack sealing has an estimated local share cost of about \$1,000.00.*
Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:
Motion passed (5-0)
3. M/S Hansen/Wilkening to approve of advertising for bids for the furnishing of all labor and material for the construction of the Walker Municipal Airport 2021 SRE Building, with bids being accepted until Wednesday, April 28th, 2021 at 10:00 a.m. and bid opening on Wednesday, April 28th, 2021 at 10:15 a.m. online via Teams.
Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:

Motion passed (5-0)

4. M/S Hansen/Wilkening to approve of receiving quotes for the Walker Municipal Airport 2021 crack seal project.

Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:

Motion passed (5-0)

5. M/S Hansen/Moore to approve of Resolution 14-2021, a Resolution Authorizing Execution of Minnesota Department of Transportation State Airports Fund Grant Agreement for Airport Obstruction Removal.

Roll Call: Ayes: Hansen, Senenfelder, Moore, McMurrin Nays:

Abstained: Wilkening

Motion passed (4-0)

PARKS & AMBULANCE BOARD – Councilmember Moore

1. M/S Moore/Hansen to approve of the Park Advisory Board meeting minutes of January 26th, 2021.

Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:

Motion passed (5-0)

2. M/S Moore/Hansen to approve of the recommendation of the Park Advisory Board to approve of Spring Bike Fling: requested by Leech Lake Area Chamber of Commerce for use of the lower park. Event will take place on June 26th, 2021, with set-up from 8 a.m. until 10 a.m., actual event from 10 a.m. until 2 p.m., and clean-up from 2 p.m. until 4 p.m. Estimate of 50 participants and spectators. *Please note: proof of insurance will be submitted when the Chamber is for sure that the event will take place.*

Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:

Motion passed (5-0)

3. M/S Moore/Hansen to approve of the recommendation of the Park Advisory Board to approve of Harrison Wedding: requested by Ciscely Nelson for the use of the lighthouse. Event will take place on June 18th, 2021, with set-up from 1 p.m. until 2:30 p.m., actual event from 3 p.m. until 4 p.m., and clean-up will take place from 4 p.m. until 5 p.m. Estimate of 30 participants and spectators.

Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:

Motion passed (5-0)

4. M/S Moore/Hansen to approve of the recommendation of the Park Advisory Board to approve of Dietz/McCabe Wedding: requested by Chase on the Lake Resort for use of the lighthouse. Event will take place on June 12th, 2021 with set-up from 10 a.m. until 12 p.m., actual event from 3 p.m. until 4 p.m., and clean-up from 4 p.m. until 5 p.m. Estimate of 75 participants and spectators.

Councilor Senenfelder mentioned that prior, the City was not reserving spaces at the Park and it was decided at the last Park Board meeting that City staff will put up signs reserving the space at the Park for approved applicants.

Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:

Motion passed (5-0)

5. M/S Moore/Wilkening to approve of the recommendation of the Park Advisory Board to approve of the Wrap-Up of Ride for Vets: requested by the Walker Post 134 American Legion Riders for use of the west parking lot. Event will take place on August 21st, 2021 with set-up from 7 a.m. until 2 p.m., actual event from 2 p.m. until 4 p.m., and clean-up from 4

p.m. until 5 p.m. Estimate of 100 participants and spectators. *Please note: the Park Advisory Board approved this contingent upon the organizers obtaining appropriate waste receptacles. The organizer was contacted by City staff and stated that they would obtain appropriate waste receptacles.*

Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:
Motion passed (5-0)

6. **M/S** Wilkening/Hansen to approve of the recommendation of the Park Advisory Board to approve of Walker Bay Live: requested by Walker Bay Theater for the use of the lower park. Event will take place on July 8th, 2021, July 29th, 2021, and August 12th, 2021 with set-up taking place from 2:30 p.m. until 4:30 p.m., actual event from 5 p.m. until 9 p.m., and clean-up from 8:30 p.m. until 9:30 p.m. Estimate of 100-200 participants and spectators.

Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:
Motion passed (5-0)

7. **M/S** Wilkening/Hansen to approve of the recommendation of the Park Advisory Board to approve of Walker Bay Live: requested by Walker Bay Theater for the use of the upper park. Event will take place on June 17th, 2021, July 1st, 2021, July 15th, 2021, July 22nd, 2021, August 5th, 2021, and August 26th, 2021 with set-up taking place from 2:30 p.m. until 4:30 p.m., actual event from 5 p.m. until 9 p.m., and clean-up from 8:30 p.m. until 9:30 p.m. Estimate of 100-200 participants and spectators.

Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:
Motion passed (5-0)

8. **M/S** Wilkening/Moore to approve of the recommendation of the Park Advisory Board to approve of the Request for Use of Donated Picnic Tables from Leech Lake Area Chamber of Commerce for Ethnic Fest from September 10th, 2021 until September 11th, 2021 from 8 a.m. until 6 p.m. Tables will be returned on September 13th, 2021 by 12 p.m.

Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:
Motion passed (5-0)

9. **M/S** Wilkening/Moore to approve of the recommendation of the Park Advisory Board to appoint Curt Cogan to the Shingobee Township citizen seat, which opened on March 31st, 2021.

Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:
Motion passed (5-0)

PUBLIC WORKS & SAFETY/CEMETERY – Councilmember Wilkening

1. **M/S** Wilkening/Moore to approve of the recommendation of the Public Works Committee to approve of the Event Street Closure Request from Walker Post 134 American Legion Riders on east half block, parking lot across from Legion, between 4th Street and 5th Street from 11:59 p.m. on 8/20/2021 until 12:00 p.m. on 8/21/2021.

Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:
Motion passed (5-0)

2. Discussion on the opening of the trailhead restrooms.
Public Works Director Ridlon stated that he thought his crew was ready to open the restrooms by this upcoming weekend and that they would be open from 8 a.m. until 9 p.m. The Public Works Staff would clean the restrooms upon opening and check on them again around lunch time. Police Officers would close them at 9 p.m.

Public Works Director Ridlon stated that the City is still waiting on the water fountains and suggested that due to COVID-19, maybe only the bottle-fillers should be available to the public at this time.

Mayor McMurrin brought up the Minnesota SAEP program that allows kids to do odd jobs and the City could look into the program for the cleaning of the trailhead restrooms for the summer.

3. **M/S** Wilkening/Hansen to approve of 2021 Cemetery Independent Contract Agreement.

Roll Call: Ayes: Hansen, Wilkening, Senenfelder, Moore, McMurrin Nays:

Motion passed (5-0)

4. Discussion on the recommendation of the Cemetery Board to amend City of Walker Cemetery Ordinance to state that if a full burial and a cremation are going in one lot, the full burial must happen first, and that full burials are not allowed in the old section of the cemetery.

Administrator Fairchild stated that there does not need to be a public hearing for amending cemetery ordinance.

Council agreed that Administrator Fairchild would work with City Attorney Valen on wording and placement of the amendments to ordinance and bring it back to the meeting next month.

OTHER BUSINESS – Mayor McMurrin

ADJOURNMENT – Mayor McMurrin

Mayor Annie McMurrin adjourned the meeting at 6:38 p.m.

Annie McMurrin, Mayor

Attest: _____
Hope Fairchild, Administrator/Clerk-Trs.