

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, APRIL 2, 2018**

CALL TO ORDER –Mayor Shaw

- Mayor Jed Shaw called the regular scheduled meeting to order at 6:02 p.m.
- Pledge of Allegiance
 - Council members present: McMurrin, Moore, Senenfelder, Shaw and Wilkening
 - Council members absent:
 - Others present during portions of the meeting included:

Terri Bjorklund, City Administrator
Travis Baker, Police

Pamela Smith, City Employee
Dean Morrill, Pilot Independent

CONSENT AGENDA-Mayor Shaw

M/S Moore/McMurrin to approve the Consent Agenda Items 1 thru 13 as follows, waving the reading.

1. Approve Walker City Council regular meeting minutes of March 5th, 2018.
2. Review and file draft of Walker Planning Commission/Board of Adjustments regular meeting minutes of March 26th, 2018.
3. Review and file February Zoning Administrator report.
4. No Walker Public Library Board minutes submitted.
5. Review and file draft of Walker Park Advisory Board minutes of March 27th, 2018.
6. Review and file Public Works Committee minutes of March 28th, 2018.
7. Review and file Walker Police Department Monthly Report.
8. Review and file Walker Area Joint Fire Department Minutes of March 8th, 2018.
9. Approve Cash Balance Report as of February 28th, 2018.
10. Approve to pay Invoice 025-216650 from Tyler Technologies in the agreed annual contract amount of \$8,784.
11. Approve payment of invoice 346592 in the amount of \$17,430.00 to SEH for Walker Municipal Airport Master Plan with Airport Layout Plan. (24% of 249,000 less previously billed of \$42,330.00)
12. Approve to pay Invoice No. 72104 from Ulteig in the amount of \$6,846.67 for Professional Services for work performed through February 28, 2018 for Walker-2018 Utility Improvements-CSAH 12 UEI Project No. R17.01996.
13. Approve to pay Invoice No. 72064 from Ulteig in the amount of \$2,456.00 for Professional Services for work performed through February 28, 2018 for Walker-Tower Avenue Extension to TH 371 UEI Project No. R17.01152.
Wilkening questioned if the Walker police attended the ALICE training at the school. Officer Bakker was unsure if any other City Police attended. He stated that he did not.
Motion passed (5-0)

SCHEDULED CITIZEN PRESENTATIONS –Mayor Shaw

None.

CITY STAFF COMMENTS – Administrator Terri Bjorklund

Bjorklund pointed out the invitation for the retirement of Nick Zubke and Jim Kolar and thanked Dean for posting this in the newspaper free of charge for two weeks. Terri questioned if there would be a time that works for everybody for the presenting of the plaques. The Board agrees that 2:00 p.m. on Wednesday April 18th would work the best.

PERSONNEL, BUDGET & ADMINISTRATION –Councilmember Senenfelder

1. **M/S Senenfelder/Wilkening** to approve of Claim #54934 to Claim #55069 including Voided Check Numbers 54988 and 54989 and bank drafts in the amount of \$204,164.76.
Motion passed (5-0)
2. **M/S Senenfelder/Moore** to approve to hire Jennie Meyer for the full time motor vehicle clerk position at a rate of \$13.00 per hour and upon the successful completion of the 6 month probationary period an additional .50¢ per hour.
Motion passed (5-0)
3. **M/S Senenfelder/Moore** to approve of Portage Brewing Company LLC Renewal of their Tap Room On Sale license and Brewers Off Sale license.
Motion passed (5-0)

**ECONOMIC DEVELOPMENT/LIQUOR STORE/AIRPORT/LIBRARY –
Councilmember McMurrin**

1. **M/S McMurrin/Wilkening** to approve of Walker Planning Commission/Board of Adjustments Meeting Minutes of February 26th, 2018.
Motion passed (5-0)
2. **M/S McMurrin/Wilkening** to approve of Ordinance 2018-01, an Ordinance adding minimum driveway standards.
Roll Call: Ayes: Moore, McMurrin, Senenfelder, Shaw, Wilkening Nays: None
Motion passed (5-0)
3. **M/S McMurrin/Wilkening** to approve of Resolution 12-2018, a Resolution authorizing a summary publication of Ordinance 2018-01, an Ordinance approving the addition of Article V. Sec 109-164, Driveways in General.
Roll Call: Ayes: Moore, McMurrin, Senenfelder, Shaw, Wilkening Nays: None
Motion passed (5-0)

PARKS /AMBULANCE BOARD–Councilmember Moore

1. **M/S Moore/Senenfelder** to approve of the Walker Park Advisory Board meeting minutes of February 27th, 2018.
Motion passed (5-0)
2. **M/S Moore/Senenfelder** to approve of the recommendation from the Walker Park Advisory Board of the amendment request for WHA Community Education Summer Rec to amend their application for the addition of the following days: Monday-Thursday July 9-12, 16-19, 23-26 from 9 a.m. to noon; contingent upon receiving an updated certificate of liability to cover those additional dates.
Motion passed (5-0)

3. **M/S Moore/Senenfelder** to approve of the recommendation from the Walker Park Advisory Board to approve the request from Northern Cass Developmental Activity Center (DAC) for the donation/installation of the bird houses; bird houses will be cleaned annually by DAC staff and installation locations will be coordinated with Public Works Director.
Bjorklund stated that they did have a discussion with Neil about this in Public Works and the Park is not the best place to put these; they like quiet areas. Neil mentioned that there used to be quite a few out by the ponds and that they have worn away over time so maybe along that cut-across road or out on the bike trail but he can work with them. Moore mentions down on the trail off of Walker Bay Blvd would be perfect for them.
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 participate in Cass County’s Chloride Placement Program for dust control at a cost of \$3,287.00.
Motion passed (5-0)
2. **M/S Wilkening/Senenfelder** to approve of the bid from Turf Tech in the amount of \$2,785.50 for fertilizer treatment of the Park, City Hall and the Library.
Moore questioned if we are getting two bids from different companies or are we just going with the one company?
Wilkening stated that we have in the past but Turf Tech seemed to always beat them. Wilkening questioned if we received a second bid this year. Bjorklund stated that a second bid was not received. At one point the City used to contract with different people. What they found was using the same one consistently eradicated the weeds more efficiently and kept them under control then moving continually from one to the other.
Moore stated in her opinion she feels that it is healthy practice to get at least two quotes.
Wilkening stated that they will make a note for next year to get a second quote.
Motion passed (5-0)
3. **M/S Wilkening/Senenfelder** to approve of the quote from Downare Roofing for the repair of the roof at the Upper Lift Station in the amount of \$3,069.00.
Motion passed (5-0)
4. **M/S Wilkening/Moore** to approve of the recommendation of the Public Works Committee to approve the street closure request from the Chase on the Lake for a Celebration at Chase on the Lake; closing 5th Street to 6th Street on Saturday May 5th, 2018 from 8a.m -5p.m.
Motion passed (5-0)
5. Consider the street closure request from the Chase on the Lake for an Anniversary Party for the Chase on the Lake; closing 5th Street to 6th Street on Saturday June 23rd, 2018 from 7a.m -1a.m. (Public Works committee is not recommending approval due lack of parking on a high traffic weekend that coincides with Country Jam)

Senenfelder questioned if it was Cleveland they were trying to close? Valen added that it doesn't specify that under either of the items.

Wilkening stated that in his experience Country Jam is already a busy weekend. We have plenty of parking problems on weekends like that anyway. If you are closing off the space that contributes to half of their parking where are you going to put those vehicles? From a public works perspective we didn't necessarily recommend that one. Wilkening questioned if Terri was able to speak to anyone about this request. Terri stated that she was able to speak with Traci on Friday afternoon I explained to her the concern of public works and why they might be concerned as an entity that we'll be full that weekend and her response was her supervisor doesn't care and how about if we just move it and use our parking area down by the 502 door. Terri replied to Traci that if they keep it on their property you are hindering your own clients that weekend but we can't tell you that you can't close off your own property.

6. **M/S** Wilkening/McMurrin to approve of the recommendation of the Public Works Committee to the proposed amendment to the 2014 Road Maintenance Agreement between Shingobee Township and The City of Walker with revisions suggested by the Public Works Director.

Motion passed (5-0)

7. **M/S** Wilkening/Senenfelder to approve of the recommendation of the Public Works Committee to enter into a Joint Powers Agreement between the County of Cass, Shingobee Township and The City of Walker for the responsibility of construction of CSAH 12.

Motion passed (5-0)

8. **M/S** Wilkening/Moore to approve of the recommendation of the Public Works Committee to approve the Licensed Installer for Water and Sewer Main Line and Service Line Repair/Replacement Policy.

Senenfelder stated that he wasn't aware that they didn't have one in place before.

Bjorklund stated that this was the first opportunity that Neil had to draft one.

Motion passed (5-0)

9. **M/S** Wilkening/Senenfelder to approve of the City Administrator writing a letter of support for Legislation approval of Tax Exemption in order to make a Northwest Gas and Greater Minnesota Gas pipeline project from Cass Lake to Northern Lights Casino an economically viable project.

Northwest Gas and Greater Minnesota Gas met with us at public works. They are looking at the possibility by 2019 bringing down the line to Walker. Part of it is the 12 year abatement if you want to call it that and reduction of property taxes. They are both small entities. They are requesting a moratorium on their taxes from the State for infrastructure. Terri has been working on this very diligently since 2005.

Bjorklund stated that she emailed the League and asked them if there would be any ramifications to the City's income such as but not limited to LGA and I have not gotten a response back from them.

The board briefly discusses the font of the letter; they suggest using all one font.

Motion passed (5-0)

OTHER BUSINESS –Mayor Jed Shaw

McMurrin stated that she thought when they spent the money on getting the parking signs it was to be enforced year round. She states, I have had a lot of people complaining to me about the parking and I would really appreciate if we enforced that.

Shaw stated that as far as he knew it was being enforced. He adds, correct me if I am wrong Travis but there were a couple of patrons at Zona Rosa that received tickets for parking in yellow?

McMurrin adds that she also received a complaint from a business that someone was parked in a handicap spot all day long while working in the store and they never got a ticket. I understand that there are oversights; but I know for a fact that people that work where I work park there all day long.

Shaw stated that they certainly could call dispatch and have whatever officer that happens to be on duty come out and take a look. These guys have other things to do than just enforce parking.

McMurrin replied that it could be enforced a little better.

Shaw questioned Officer Baker about the enforcement. Officer Baker stated that because he doesn't typically work days he is unaware of parking enforcement during business hours and isn't sure what Chief Tennis is enforcing during his shift.

McMurrin adds that she also had people complain about parking on the schoolhouse hill. Three out the Five people that own houses there and that cars are being left parked there and they complained about it and they were told that is only for Michigan. The parking rules for snowplowing.

Officer Baker replied that any parking issues out of the congested district is City Ordinance. He added that they would orange sticker any vehicle in the congested district. Wilkening clarified that the orange sticker is a warning to move their car so the guys can plow.

ADJOURNMENT-Mayor Jed Shaw

Mayor Shaw adjourned the regular scheduled meeting at 6:27p.m.

Jed Shaw, Mayor

Attest: _____
Terri Bjorklund, Administrator