

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, MAY 21, 2020**

CALL TO ORDER –Mayor Shaw

- Mayor Jed Shaw called the regular scheduled meeting to order at 5:00 p.m.
- Pledge of Allegiance
 - Council members present: Hansen, Moore, Senenfelder, Shaw and Wilkening
 - Council members absent:
 - Others present during portions of the meeting included:

Terri Bjorklund, City Administrator
Wayne Tennis, Chief of Police
Mike Ridlon (zoom) Public Works
William Sargent II, Self

John Valen, City Attorney
Erin Haefele (Zoom), Self
Pamela Smith, Self
Hope Fairchild, Self

CONSENT AGENDA-Mayor Shaw

SCHEDULED CITIZENS PRESENTATION –Mayor Shaw

- Jeff Holly, 4th of July Fireworks
Holly explains to the Council that the Lions club has made the decision to not fund the fireworks due to the anticipated lack of button sales on the 4th of July. He stated that after conversations with the Sherriff and the Fire Chief they are both on board. Holly added that he wanted approval from all government entities before moving forward with the decision to proceed with the 4th of July Fireworks display. Shaw clarified that what he is asking the City to do is to have the City control social distancing at the park or whatever is considered to be safe conditions.

**M/S Wilkening/Moore to move forward on the discussion regarding fireworks.
Motion passed (5-0)**

Wilkening stated that he agreed with Jeff’s request and fully supports it.
Chief Tennis added that in his belief it is not a City issue; the fireworks are shot from a barge, the sheriff’s office would control that. The park is a public space. He doesn’t believe any permitting through the City would be needed.
Wilkening added that the City would be endorsing it as a mass gathering.
Valen stated that the City’s obligation would be with the park not the fireworks, adding that he doesn’t know what the governors orders will be at that time.
Wilkening suggest to Holly to reach out for donations to offset the cost of the fireworks display.
The Council did agree that if orders happen to lifted by that time that the Council would be willing to expedite permitting as needed.

M/S Wilkening/Moore to approve to allow the Rick Voight memorial fund to launch and store the raft in the same fashion that it has always been done.
Motion passed (5-0)

CITY STAFF COMMENTS – Administrator Terri Bjorklund

- Bjorklund stated that during a zoom meeting with the Lions club and the Chamber that the Lions club had voted prior to the meeting to cancel all Fourth of July activities that they normally administered.
- Final lift of asphalt completed at the Airport, grass restoration is applied, project is near completion.
- Leech Lake Map Sign is up and completed
Senenfelder stated that there were several screw holes that he noticed on the bottom left hand corner of the sign. He requested that the company that installed the sign look into that.
- Cemetery clean-up is about complete
- City Hall and DMV are open to customers as of Monday 18, 2020, DMV is closing to customers at 4:00 pm each day in order to process and finalize the day's work
- Liquor Store is now open 8:30 am - 10:00 pm Monday thru Saturday Sunday 11:00am -6:00pm
- We held the Pre-Construction meeting on Wednesday May 20th start date is set for on or about June 01, 2020. Weekly project meetings will be held on Tuesdays with the schedule for the week posted on the City website following the meeting.

Moore questioned how the City preferred to deal with the proposed donation from the Rotary. Bjorklund advised that they could write a check for donation and they would receive a receipt for the donation.

Wilkening requested that a council member be available to attend those meetings on Tuesday to answer questions from the public.

It was clarified that it would start Tuesday June 9th at 10a.m.

Senenfelder volunteered to be the Council representative that would attend those weekly meetings.

PERSONNEL, BUDGET & ADMINISTRATION – Councilmember Senenfelder

1. M/S Senenfelder/Moore to approve of Resolution 17-2020, a resolution accepting donations made to the City of Walker thru fiscal year 2020.
Roll Call: Ayes: Hansen, Senenfelder, Shaw, Moore, Wilkening Nays:None
Motion passed (5-0)
2. M/S Senenfelder/Wilkening to approve to combine polling places with Shingobee Township for the 2020 Elections due to the COVID –19 social distancing requirements
Bjorklund explained that Shingobee Township would not be able to meet the requirements for social distancing at their current polling location. She added that she would need to contact the fire department to figure out the logistics.
Motion passed (5-0)

3. **M/S Wilkening/Hansen** to approve to accept the resignation of Bonnie Richter DMV Clerk effective May 11, 2020
Motion passed (5-0)

Senenfelder stated that the Fire Department is still considering hosting their annual fish fry fundraiser. They would do it as a drive through style.

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

1. **M/S Hansen/Wilkening** to approve of amending Ordinance No. 2020-02 adopted on March 2nd, 2020 and titled an ‘Ordinance of the City of Walker, Minnesota annexing land located in Shingobee Township, Cass County, Minnesota pursuant to Minnesota Statutes §414.033 Subdivision 2(3), permitting annexation by Ordinance’.
Motion passed (5-0)
2. **M/S Hansen/Moore** to approve of adopting Ordinance No. 2020-03, an Ordinance of the City of Walker, Minnesota annexing land located in Shingobee Township, Cass County, Minnesota pursuant to Minnesota Statutes §414.033 subdivision 2 (1), permitting annexation by Ordinance.
Motion passed (5-0)
3. **M/S Hansen/Moore** to approve of Resolution 16-2020, a Resolution authorizing summary publication of Ordinance no. 2020-03 an Ordinance of the City of Walker, Minnesota annexing land located in Shingobee Township, Cass county, Minnesota pursuant to Minnesota statutes § 414.033 subdivision 2(1), permitting annexation by Ordinance.
Roll Call: Ayes: Hansen, Senenfelder, Shaw, Moore, Wilkening Nays:None
Motion passed (5-0)

PARKS & AMBULANCE CITY COUNCIL– Councilmember Moore

1. **M/S Wilkening/Senenfelder** to approve opening the Park - playground, restrooms and courts and beach area.
Motion passed (5-0)
2. **M/S Wilkening/Senenfelder** to approve the opening of the volleyball courts and basketball courts.
Motion passed (5-0)
Moore suggested that signage would be posted that stated ‘use at your own risk’.
Motion passed (5-0)

PUBLIC WORKS, SAFETY & CEMETERY – Councilmember Wilkening

1. **M/S Wilkening/Senenfelder** to approve to enter into an agreement with NTI dated May 15, 2020 for construction materials testing services for the 2020 Northside project. Estimated to be \$39,935.00
Motion passed (5-0)

OTHER BUSINESS –Mayor Shaw

Administrator /Clerk-Treasurer Second Round of Interviews

- a) Pamela Smith - 5:45
- b) Hope Fairchild - 6:30
- c) William Sargent II - 7:15

- 2. **M/S Senenfelder/Moore** to approve of the slide show from the Leech Lake Area Chamber of Commerce using the City of Walkers logo on it.

- 3. Discussion on Tom Moran- Bayside
Bjorklund stated that she believes that he would like to be able to perform curbside service and she questioned if the Council would be willing to block two parking spaces on the street dedicated so he could effectively operate his business.
Wilkening stated that ultimately it is up to the State.
Senenfelder clarified that this is really just requesting someone not to park there. He suggested that Tom coordinate with neighboring business owners to see if they could work something out between them.
Bjorklund stated that they have contacted MnDot as to coordinate possible right of way encroachment and they will contact us after a decision has been made.

The Council decided to spread out picnic tables throughout the town. And one picnic table placed in the green space by the Library.

Building Projects

Discussion on the proposed final design plans and costs for:

Trail Head Restrooms:

Senenfelder reviewed with the Board the discussion on the trail head restrooms and the funds would be taken out of the general fund to pay for it and then use the Leech Lake TV to put back in other areas.

Wilkening stated that it would be roughly about \$47,000 a year that would be received from the TV funds. The thought was that could be allocated towards our sidewalks fund.

M/S Wilkening/Senenfelder to approve to pay for the Trail Head Restrooms out of the General Fund and utilize the Leech Lake TV franchise fees as they come in to be placed in the sidewalk account.

Motion passed (5-0)

M/S Senenfelder/Moore to approve to sign the contract as soon as the construction is done on Railroad Street to start the trailhead restroom project.

Motion passed (5-0)

Walker Public Library:

Senenfelder stated that he feels that we are more like a year from starting that project. Doing a project of that magnitude in that construction zone would not be a wise idea.

Move that project to be looked at next construction season. Senenfelder added that should obtain a couple of storage units for the Library. Demo the building and get a sign to solicit funds for the project.

Carrie questioned the timeline for moving the stuff to the storages.

Bjorklund stated that she also wanted to clean the carpets and the walls of the temporary location prior to moving in there.

M/S Wilkening/Moore to approve to have the City Administrator move forward with the requirements of the new rental facility to get it ready to move in.

Motion passed (5-0)

Carrie added that at the Kitchigami Library meeting that Kitchigami will pay for any Personal Protective Gear and any patron protective gear. We would have to make sure that the checkout area would allow staff to stand 6ft apart.

Wilkening stated that they have approximately 1.6 million from sales tax in the bank. We talked about the 1.6 million being applied towards the project. And we also discussed the other revenue funds for the Library. We thought it was a good idea to use portions of those to help buy down the project. Senenfelder stated it was \$400,000 our total into the start of the construction project was \$2,000,000.

Shaw requested a spreadsheet on that for the next meeting. Can Kris give us a breakdown in those differences?

Bjorklund stated that they have the original, and then they have the 1.6 now they will create the 2.

Wilkening stated that the 4 was going to come straight off the top because that would be the levy amount. The 400 would help reduce items that would be levied.

Bjorklund stated that at a discussion at budget and finance they questioned possibly using the formula that the Fire Department uses to see if they can take the money that the City has levied or taken out of funds and put in the library fund. That has been done and with the breakdown of 16.3 pays into the WAJFD our share of the library building using that formula including all of the surrounding townships is \$244,500. The City of Walker has money in the account in the amount of \$357,217. The larger donations are the \$200,000 from the Ernest Jarmen Trust. The Annona Rivera Trust was \$35,000. The Underwood family Trust sent \$2,000 a year for the last 3 years and that totals \$6,000 and smaller donations adding up to \$3,826. The total donations in the fund are \$247,526. Year to date we have \$604,742. We still need \$896,000. The thought process was to commission a thermometer and put the names of the larger donations on the thermometer.

Bjorklund suggested installing the sign on the City hall land.

M/S Senenfelder/Wilkening to approve to have staff commission a sign for the library donation funds and to administer the funds needed for the sign construction and installation.

ADJOURNMENT-Mayor Jed Shaw

Mayor Shaw adjourns the meeting at 9:10p.m.

Jed Shaw, Mayor

Attest:_____
Terri Bjorklund, Administrator