

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, MAY 7, 2018**

CALL TO ORDER –Mayor Shaw

- Mayor Jed Shaw called the regular scheduled meeting to order at 6:00p.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
Wayne Tennis, Police Chief
John Valen, City Attorney
Cindy Wannarka, LL Chamber

Pamela Smith, City Employee
Dean Morrill, Pilot Independent
Kristin Holly, Walker Bay Live

CONSENT AGENDA-Mayor Shaw

M/S Moore/Senenfelder to approve the Consent Agenda Items 1 thru 17 as follows, waving the reading.

1. Approve Walker City Council work session and regular meeting minutes of April 2nd, 2018.
2. Approve Walker City Council special meeting minutes of April 16th, 2018.
3. Review and file draft of Walker Planning Commission/Board of Adjustments regular meeting minutes of April 30th, 2018.
4. Review and file March Zoning Administrator report.
5. No Walker Public Library Board minutes submitted.
6. Review and file draft of Walker Park Advisory Board minutes of April 24th, 2018.
7. Review and file Public Works Committee minutes of April 25th, 2018.
8. Review and file Walker Police Department Monthly Report.
9. Review and file Walker Area Joint Fire Department Minutes of April 12th, 2018.
10. Approve Cash Balance Report as of March 31st, 2018.
11. Approve payment of invoice 347827 in the amount of \$4,980.00 to SEH for Walker Municipal Airport Master Plan with Airport Layout Plan.
12. Approve to pay Invoice No. 73236 from Ulteig in the amount of \$2,470.05 for Professional Services for work performed through March 31, 2018 for Walker-2018 Utility Improvements-CSAH 12 UEI Project No. R17.01996.
13. Approve to pay Invoice No. 73226 from Ulteig in the amount of \$3,684.00 for Professional Services for work performed through March 31, 2018 for Walker-Tower Avenue Extension to TH 371 UEI Project No. R17.01152.
14. Review and file Consumer Confidence Report; City of Walker 2017 Drinking Water Report.
15. Review and file Thank You letter from Walker Community Education.
16. Approve to pay Cass County Auditor for 2018 Property Tax on the Ambulance Building in the amount of \$8,110.00

17. Approve to pay Invoice WK2018-1 from Kitchigami Regional Library for the 1st half payment for the 2018 levy and automation repair & replacement in the amount of \$7,761.50
Motion passed (5-0)

SCHEDULED CITIZEN PRESENTATIONS –Mayor Shaw
None.

CITY STAFF COMMENTS – Administrator Terri Bjorklund
None.

PERSONNEL, BUDGET & ADMINISTRATION –Councilmember Senenfelder

1. **M/S** Senenfelder/McMurrin to approve of Claim #55070 to Claim #55155 including Voided Check Numbers 55080 and 55081 and bank drafts in the amount of \$160,303.81.
Motion passed (5-0)
2. **M/S** Senenfelder/Wilkening to approve of Resolution 13-2018, a resolution accepting donations made to the City of Walker thru fiscal year 2018.
Roll Call: Ayes: Moore, McMurrin, Senenfelder, Shaw, Wilkening Nays: None
Motion passed (5-0)
3. **M/S** Senenfelder/McMurrin Review and file letter of resignation from Mary Beth Hansen, Liquor Store Clerk as of May 18th, 2018.
Senenfelder questioned if they would be hiring.
Bjorklund answered that they would be advertising to fill that casual position.
Motion passed (5-0)
4. **M/S** Senenfelder/Wilkening to approve of the payment and transfer to Spencer Ross Post 134 in the amount of \$678.95 for the 1st half of the 2018 Legion abatement payment and also transfer \$678.95 from general fund 101 to legion abatement fund 420.
Motion passed (5-0)
5. **M/S** Senenfelder/McMurrin to approve of the request from the Accounting Department to transfer \$2,703.64 from the general fund 101 to fund 304 Tower Avenue for the cities portion of Tower Avenue special assessments. (This is a budgeted item)
Motion passed (5-0)
6. **M/S** Senenfelder/Moore to approve to hire Ehlers and Associates to complete the 2017 TIF annual reports, to be paid from TIF administrative fees.
Motion passed (5-0)
7. **M/S** Senenfelder/McMurrin to approve of a 1 day Temporary Liquor License for Portage Brewing Company, on May 26th, 2018 in the Arvig Parking lot, North of the Portage building for Rock the Block; contingent upon receiving certificate of liability. (RECEIVED 5/7/2018 FROM TERRI)
McMurrin questioned if Rock the Block was approved.
Senenfelder clarified that there are two different items; Walker Bay Live is the other one.
Motion passed (5-0)

8. **M/S Senenfelder/Moore** to approve of a 1 day Temporary Liquor License for Portage Brewing Company on Thursday June 28th, 2018 on 5th Street for the Walker Bay Live event; contingent upon receiving certificate of liability. (This corresponds with the 5th Street closure request)
 Moore questioned if they don't want if they don't approve the Street closure?
 Senenfelder-that's the way it appears.
 Motion passed (5-0)
9. **M/S Senenfelder/McMurrin** to approve of a 1 day Temporary Liquor License for Portage Brewing Company on Saturday July 7th, 2018 in the Arvig Parking lot, North of the Portage building for a Bluegrass Festival; contingent upon receiving certificate of liability.
 Motion passed (5-0)
10. **M/S Senenfelder/Moore** to approve of a 1 day Temporary Liquor License for Portage Brewing Company on Thursday July 26th, 2018 in the Park, for the Walker Bay Live event; contingent upon receiving certificate of liability. (This corresponds with the Park Use Event Application request)
 Wilkening questioned if they were taking it to a different level by allowing it in the Park.
 Shaw stated that the Lions are allowed a Liquor License for the Park.
 Wilkening responded that they are nonprofit.
 Moore states that for 4th of July it is Rotary.
 Wilkening added that when you close a parking lot that is private property; is it different?
 Senenfelder reminds the board that they approved the temporary liquor license for Frost Fest that was held this winter.
 Wilkening stated yes, but that wasn't July. They are using the upper portion of the Park so that is a positive thing. I am not saying that I am opposed to this; it is just something to think about.
 Senenfelder stated that personally he is pumped up to see how the event runs. I have been to the Park Rapids one and see how that one runs; it draws a lot of people into town. If it draws people into Walker and doesn't give us any problems it's a plus.
 Wilkening questioned in the future are they going to limit it to only one vendor; or could Zona Rosa apply and get a Temporary Liquor License and set up a tent.
 Shaw and Senenfelder state that they don't have a problem with that and don't see what the difference is.
 Moore stated that she believes this is going to be a really good event.
 Nays: McMurrin, Wilkening
 Motion passed (3-2)
11. **M/S Senenfelder/Wilkening** to approve of a 1 day Temporary Liquor License for Walker Area Community Center on Saturday June 9th, 2018 at Walker Area Community Center for a wedding.
 Motion passed (5-0)
12. **M/S Senenfelder/Moore** to approve to enter into Rock Garden Planting and Maintenance Contract with Jodi Jensted for the 2018 season.
 Motion passed (5-0)

13. **M/S Senenfelder/Wilkening** to approve to purchase two computers for the Liquor Store from Microtech Computer Center at an approximate cost of \$2,258.50. Bjorklund clarified that it is in their budget for 2018.
Motion passed (5-0)
14. **M/S Senenfelder/Wilkening** to approve to have City Attorney John Valen draft and issue an order pursuant to Minnesota Statute §463.16 for All that portion of the Southeast Quarter of the Southeast Quarter (SE ¼ SE ¼) of Section 22, Township 142, Range 31, and described as follows to-wit:
That tract bounded on the North by the South line of Kinkeles Addition to Walker; bounded on the West by a line which is the Southerly extension on a straight line of the Westerly side of Second Street of Kinkeles Addition to Walker; bounded on the South by a line lying and being 50 feet South of the South line of Kinkeles Addition to Walker; and bounded in the East by the East line of said Section 22 excepting the East 130 feet thereof;
and
The South 50 feet of the West ½ of Lot 4 and the South 50 feet of Lots 5 and 6 block 10 Kinkeles Addition to Walker, Cass County, Minnesota, located within the city limits of the City of Walker.
Valen-You have me drafting and issuing it. You are the ones that issue it.
Shaw questioned John what they were doing.
Valen clarified that it is an order to repair the house within 30 days.
Motion passed (5-0)

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

1. **M/S McMurrin/Moore** to approve of Walker Planning Commission/Board of Adjustments Meeting Minutes of March 26th, 2018.
Motion passed (5-0)
2. **M/S McMurrin/Wilkening** to approve of LU-2018-01 & Resolution 14-2018, a resolution approving the reclassification from traditional residential to transitional commercial on parcel identified as 96-351-0310.
Wilkening reviewed with the board the public hearing that took place. A few people showed up with a little bit of concern about the process by which the City sold it. We have fixed the process so it will change next time.
McMurrin stated that they felt it should have been advertised.
Wilkening states that it fits in with the comprehensive plan; it abuts a transitional commercial zone next to it, so there is no spot zoning. The comprehensive plan urges us to do that with City land; there wouldn't be a better use than what we are seeing with this one.
McMurrin stated that they were not opposed to this they were opposed to the process of selling the land.
Bjorklund added that after the fact Mrs. Bach Schlagel phoned City Hall and requested that we don't change the zoning to transitional commercial; it was pointed out to her that her property is also transitional commercial. She is opposed to the rezoning as well as the sale of the property which has already happened.
Roll Call: Ayes: Moore, McMurrin, Senenfelder, Shaw, Wilkening Nays: None

Motion passed (5-0)

PARKS /AMBULANCE BOARD–Councilmember Moore

1. **M/S Moore/McMurrin** to approve of the Walker Park Advisory Board meeting minutes of March 27th, 2018.

Motion passed (5-0)

2. **M/S Moore/Senefelder** to approve of the recommendation of the Walker Park Advisory Board for a park use application from Walker Bay Live for an Event using the Upper City Park on Thursday July 26th, 2018. Set-up will be at 1:00; the actual event is from 5:00 p.m. to 8:30 p.m. Clean-up will be 8:30 p.m. to 10:00 p.m. The approximate number of people expected is 50-150.

Moore stated that she thinks this event will be good for the community.

Wilkening agreed and added that he wasn't opposed to the event.

Motion passed (5-0)

PUBLIC WORKS, SAFETY & CEMETERY – Councilmember Wilkening

1. Review and file the Certificate of Commendation for the 2017 Wastewater Treatment Facility Operational Award for maintaining outstanding permit compliance at the wastewater treatment facility from October 2016 through September 2017.

2. **M/S Wilkening/Senefelder** to approve of the recommendation of the Public Works Committee to accept the quote from Turf Tech for spraying sewer ponds, holding ponds and fences at IPDF. Turf Tech's proposal is the lowest \$2,900.00.

Senefelder adds that it is nice to see a second bid.

Motion passed (5-0)

3. **M/S Wilkening/Moore** to approve of the quote from Turf Tech for the fertilizing and herbicide applications for the City Park, City Hall and Public Library properties in the amount of 2,785.50

Motion passed (5-0)

4. **M/S Wilkening/Senefelder** to approve of the quotes totaling \$19,000 from Turf Tech for the 2018 season for Cemetery maintenance, Herbicide applications and irrigation maintenance.

Motion passed (5-0)

5. **M/S Wilkening/Senefelder** to approve of the following Street Closure requests as recommended by the Public Works Committee:

Reeds Family Outdoor Outfitters

A) To approve of Sixth Street Minnesota to FNBN Entrance –Father's Day Classic June 15, 2018 6 PM to June 17 10PM. **Recommend Approval as requested**

B) To approve of Minnesota Avenue to Front Street – Fall Classic August 17 6PM to August 19 10PM **Recommend closure from Sixth Street to FNDN entrance only for safety reasons**

C) To approve of Sixth Street Minnesota to FNBN Entrance – Ice Classic **recommend no closure until Friday after the Festival of Lights Parade** November 23 6AM to November 25 10PM (Thanksgiving Weekend 11-23 6PM Festival of Lights Parade)

Wilkening clarified that actually it would be from 9pm November 23rd to 10 pm November 25th.

Moore questioned if they aware of the time change on November 23rd?
Bjorklund stated that she had a discussion with Adam and she explained that to him and he said it wasn't an issue.
Motion passed (5-0)

Legion Riders:

- A) **M/S Wilkening/McMurrin** to approve of August 18, 2018 5AM to 5PM – 8th Annual Ride for the Vets Parking green across from the legion to stage registration and parking before and after the ride. **Recommend closure as requested**
Motion passed (5-0)

Walker Bay Live:

- A) **M/S Wilkening/Moore** to approve of June 28, 2018 2PM to 11:00 pm (Actual event 5-9) Fifth Street between Michigan and Alley. **Recommend closure as requested**
Motion passed (5-0)
- B) **M/S Wilkening/Moore** to approve of July 12, 2018 2PM – 11:00 PM (Actual event 5-10) North tip of 5th Street after Stewarts to Parking Area by City Dock. **Recommend closure at Cleveland for Safety reasons working with barricades set so that Bonnie Stewart and guests may get in and out.**
Wilkening stated that they initially requested to close the tip of 5th Street but we are recommending that we close it at the top for safety reasons and assuming that Bonnie is good with this.
The board clarifies that this is on a Thursday.
Chief Tennis stated that as long as customers at the Chase know that they can't park down there.
Bjorklund suggested that they could make up some temporary no-parking signs that day 'vehicles must be removed by this time'.
Senenfelder suggested setting the signs up the day before.
Wannarka questioned if Bonnie signed off on it.
Holly stated that Bonnie said that it sounded fun.
Bjorklund clarified that since the original concept has changed they need to touch base with her.
Motion passed (5-0)

6. **M/S Wilkening/Senenfelder** to approve of the recommendation of the Public Works Committee to approve to purchase and place speed signage at the three entrances to Walker as presented.
Chief Tennis stated that after meeting with Mark Olson/Olson Electric and MN Electric. The first 30 mph sign; the closet that they were going to find the power was out by the bus garage and they figured it would be about \$10,000. Where Stewarts green shed is. Minnesota Power said that they would do it for free and the State is okay with it as well. Jimmy's is free and Mark Olson said that we could tie off the one with the City Park with the second 30 mph sign coming down the hill. Mark Olson said that it was going to be roughly \$700 per sign to get the electric to them. Chief Tennis questioned Olson what it would cost to install conduit in that area in

case in the future you want to install street lights or whatever and he said with everything it would be under \$3,500 for all three signs and installing conduit to the Park. The State right now is giving us a permit to dig in highway right of way and put power in.

Senenfelder stated that it would be another \$1,400 to install the conduit.

Tennis reminds the board that he had \$6,000 set aside for electric.

Wilkening questioned if they would see because it sits behind the telephone pole.

Tennis ensured that they would.

Wilkening questioned what company they would go through to get the signs.

Chief Tennis stated that the State allows them to go through Radar Signs or Tapco.

The State doesn't care which one you go with.

Wilkening clarified that they are not going with the solar panels at all and it would be all electric and the price on that would be \$6,147.00

Chief Tennis reminds the board that he has \$14,000.

Senenfelder questioned if Tennis knew if they would bore under the existing blacktop. How is the power going to get by the Park?

Chief Tennis-When you pull into the Park we have a panel already to the right of the driveway of the Park. He is going to go off of that and run it in the right of way all the way down.

Senenfelder clarified that they are not cutting the blacktop.

Chief Tennis reiterates that if they install the conduit then in the future if you need power then he could just run wire through where you need it.

The Board questioned why not run the conduit through to the 'chicken shack' area; they wanted power there and since they are already doing this then it makes sense to go the rest of the way.

Bjorklund stated they could have run it either from the hotel or from the forestry side over; the forestry side over would have been more expensive. But maybe if Mark is already there doing this than it solves a lot of issues with the location.

Senenfelder suggested that maybe Terri and Mark need to have a conversation because that is going to be a directional bore; which would lead to another permit.

Wilkening stated that even if they have the conduit at this point; it doesn't have to be done today.

Mayor Shaw suggested amending it to include the conduit that is run to that location is to be conducive with brining in the cable that we may need in the future. Then we can talk about getting a bid to do the rest of the power.

Senenfelder questioned if there was enough power along the right of way to make that feasible; I think that we need to have another conversation with Mark about that.

Bjorklund stated that she would talk with Mark and call Jason at Minnesota Power.

Chief Tennis states that everything needs to be metered and there is an \$8 month meter charge.

Motion passed (5-0)

7. Discussion to determine the top highway transportation needs for moving traffic from the south, through and north of the City of Walker for the North Central Transportation Task to include in planning.

Wilkening questioned the board what they would like to see; then we can go to our next meeting and say the City of Walker thinks this way. I have had a lot of

discussion with people on both sides. Ones that say they don't want a bypass but they don't want to minimize traffic; their afraid of being bypassed by 64 and 71. One comment was that is one of the busiest corners in the County let's keep it that way or make it worse. And some people of said we need a bypass around; these people in the area, not necessarily Walker residents. In my opinion what is best for the City is to ask for highway improvements on 371 that include passing lanes, bypass lanes, turn lanes and a four lane up to the 'Y' south of Walker. Once you get to the 'Y' the traffic study which was done about 20 years ago it talks about limited accesses. Some of the improvements have already been done with center turn lanes around the Casino junction and Shingobee and that area, the passing lane by Ah-Gwah-Ching site; all those things have already been implemented. Can we follow that corridor path to not force a four lane from the Casino junction? Once you get north of town you continue with the same methodology limited accesses and side frontage roads say in the area of where Spitzack is and Log Homes Minnesota potentially combining some of those entrances with a frontage road. And these are what are for discussion.

Shaw suggested using the County's new road that they will be constructing over by Ah-Gwah-Ching to alleviate some of the truck traffic and streamline our lights and pedestrian traffic.

Senenfelder questioned what the timeline was for that.

Shaw questioned if it was 2019.

Bjorklund stated that it was part of their 5 year plan.

Wilkening stated by 2022.

Senenfelder agreed with the idea of the four lane to the 'Y' and then after the 'Y'. I believe that once the County does that road it will alleviate a lot of the truck traffic. Wilkening stated that if they move forward with the Tower Avenue project that will inherently alleviate a lot of the traffic from downtown. He adds that Hackensack would like our support as well. In my mind whatever is good for the City of Hackensack is good for the City of Walker. They don't want a four lane going through and they don't want a four lane going around. What they would like to see is a center turn lane like Walker has with two full traffic lanes. Ironically there is an upgrade going through Hackensack this fall. Wilkening added that if push came to shove and they forced us to build a four lane through Walker we could then request them to put money into the bill to provide a parking ramp to offset the loss of parking on Main Street caused by the four lanes.

Bjorklund added that all of the corridor construction looked like it was all down by the metro area; however there was a request in there that didn't rank really high. It was to construct a four lane through Jenkins where it is now to Pine River. Just know that it was out there however it is a non-funded project this year. Wilkening explains that the County board narrowed down some road project from four to two; the Jenkins to Pine River and Hwy 210 from Baxter to Pillager.

OTHER BUSINESS –Mayor Jed Shaw

- City offices and the DMV will be closed on Monday May 28th, 2018 for Memorial Day.
- City wide Spring pick-up of leaves and branches curb side Thursday May 24th and Friday May 25th, 2018

- The Public Works department will be flushing hydrants the week of May 21st 2018. Water mains are routinely flushed to clean the distribution system. Rusty water may be evident during the flushing. If discoloration exists, residents should run the cold tap until it becomes clear.

Bjorklund stated that she was at Cass Counties bid opening for their pavement rehabilitation project. The overall apparent low bidder was Knife River Materials at \$4,799,000. Within that is our portion of CSAH 12; our engineers estimate was \$142,000 and our portion came in at \$145,935. Pretty close for a bid opening this time of year. Nothing is written in stone and they have to do the final calculations to make sure everything adds up right.

Senenfelder questioned about the grass in the project right away that hasn't taken hold. After some discussion about areas of the grass that doesn't appear to be coming in the board decides that they should just fix it.

Bjorklund stated that she would talk to Lorne about getting a bid for that. Wilkening suggest sending the contractor a bill for the repairs.

M/S Wilkening/Senenfelder to approve to fix the bad grass in the right of ways from our Southside Project and bill the General Contractor from that project.
Motion passed (5-0)

Wilkening added that there is a martin house by the rock stairs going down that is about ready to tip over so if public works could fix that.

Shaw stated the crosswalk by Super One needs to be painted as well.

Chief Tennis added that when he was with DOT on Hwy 34 they spoke about the fog lines by Ronnie Paulson suddenly stop. They were wondering why the State never finished painting the fog lines all the way through where the turn lane goes through to Super One. That may happen this spring.

ADJOURNMENT-Mayor Jed Shaw

Mayor Shaw adjourned the regular scheduled meeting at 6:52p.m.

Jed Shaw, Mayor

Attest: _____
Terri Bjorklund, Administrator