

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, JULY 2, 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
Gail Tufte, Self
Otto Ringle, LLA/A&CA
Linda Nye, Library Board
Pat Negaard, Library
Fred Rogers, Library
Heather Hauser, Bill Hansen Realty

Pamela Smith, City Employee
Dean Morrill, Pilot Independent
Pat Lamb, Library Board
Doug Tufte, Self
Peggy James, Self
Judy Anderson, Library Board
Carol Fjelstul, ACA-Library
Brian Hein, First National Bank North

CONSENT AGENDA-Mayor Shaw

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

1. Approve Walker City Council regular meeting minutes of June 4th, 2018.
2. Review and file draft of Walker Planning Commission/Board of Adjustments regular meeting minutes of June 25th, 2018.
3. Review and file May Zoning Administrator report.
4. Walker Public Library Board; no meeting due to a lack of a Quorum.
5. Review and file draft of Walker Park Advisory Board minutes of June 26th, 2018.
6. Review and file Walker Police Department Monthly Report.
7. Review and file Walker Area Joint Fire Department Minutes of June 14th, 2018.
8. Review and file Public Works Committee meeting minutes of June 21, 2018.
9. Approve Cash Balance Report as of May 31st, 2018.
10. Review and file Cass County's May/June Tax Settlement for 2018.
11. Approve of the payment to MacQueen Equipment \$2,860.68 for emergency repair of the Pelican Street Sweeper.
12. Approve to pay the 2018/2019 Maintenance Dues to the Walker Community Health Center at the allocated percentage of 46% in the amount of \$4,600.
13. Approve to pay Invoice No. 74631 from Ulteig in the amount of \$1,562.67 for Professional Services for work performed through May 31, 2018 for Walker-2018 Utility Improvements-CSAH 12 UEI Project No. R17.01996
14. Approve to pay Invoice 42294 from Bond Trust Services Corporation for General Obligation Improvement Bonds, Series 2007A, in the amount of \$5,210.00

15. Approve of loan repayment to Minnesota Public Facilities Authority in the amount of \$341,033.89 for G.O. Bonds repayments plus \$28,312.89 in prepaid special assessments for a total of \$369,346.78.
16. Review and file letter from the State Demographic Center regarding annual population and household estimates for the City of Walker.
17. Approve to pay Cass County Highway Department for 2018-2019 winter salt and sand in the amount of \$5,719.53
Motion passed (5-0)

SCHEDULED CITIZEN PRESENTATIONS –Mayor Shaw

➤ Patricia Lamb, Library

Mrs. Lamb explains her concerns to the council stating that the Library building was built without proper structural engineering. There are large cracks in the cement blocks and water continually comes in through the cracks causing mold and mildew. Some of the Library workers are concerned for their health because of the mold and mildew. No testing has been done by the City for mold and mildew contamination. There is always water on the floor in the utility room and everything is rusting. The City has not done a lot of routine maintenance on the Library over the years. An example of this is the water heater was broken and not repaired for a long period of time. The drinking fountain was leaking for a long time and there is a buildup of calcium because of it. The City shut the drinking fountain off for a number of years. The Library carpet has not been cleaned in years and the computers in the Library can no longer be repaired. It is extremely difficult to get grants to assist with equipment and other Library functions, if the architect that was hired to design the building is not working with Minnesota Library Associations. At this point we only have a drawing of the floor plan that is not approved by the Library Board. We also need to look at the possibility of purchasing the house next to the Library for additional parking. There is a building committee organized however up to this point they have not been working with the Library Board. There is no handicap access to the Library. A fear that our board has is that we will build without an architectural engineer. It needs an assessment plan and a marketing strategy for fundraising and grant opportunities. Another concern is the location of the Library. It is currently in a residential area with no parking and very little land to build on. Lamb goes on to explain her history with the Library and how she worked for St. John's Library as well as supervised Libraries. She states, we can do better as a community and build a better Library than we have now.

CITY STAFF COMMENTS – Administrator Terri Bjorklund

None.

PERSONNEL, BUDGET & ADMINISTRATION –Councilmember Senenfelder

1. M/S Senenfelder/Wilkening to approve of Claim #55275 to Claim #55371 including Voided Check Numbers 55313 and 55314 and bank drafts in the amount of \$223,067.96.
Motion passed (5-0)

2. **M/S Senenfelder/McMurrin** to approve of Resolution 17-2018, a Resolution Appointing Primary and General Election Judges for the 2018 Elections of August 14th, 2018 and November 6th, 2018.
Roll Call: Ayes: Moore, McMurrin, Senenfelder, Shaw, Wilkening Nays: None
Motion passed (5-0)
3. **M/S Senenfelder/Moore** to approve of the request from the Deputy Registrar to send Jennie Meyer, Charolette Hines to State required training for the new implementation of the Driver's License Program at Northwest Technical College in Bemidji, MN on August 15th and August 16th and Carol Longfellow on August 20th and 21st, at a cost of mileage and wages.
Motion passed (5-0)
4. **M/S Senenfelder/Moore** to approve of the request from the Deputy Registrar to send Charolette Hines to the Annual MDRA meeting in St. Cloud on September 21, 2018 at a cost of mileage and wages.
Motion passed (5-0)
5. **M/S Senenfelder/Moore** to approve of the request of Steve Kolp, Liquor Store manager to accept the quote from American Security Systems in the amount of \$4,820 for replacement of their security DVR system to a NVR system.
Motion passed (5-0)
6. **M/S Senenfelder/McMurrin** to approve of a 1 day Temporary Liquor License for the Walker Area Joint Fire Department, on August 17th, 2018 at the Walker Fire Hall for their annual fish fry fundraiser; contingent upon receiving certificate of liability naming the city as additionally insured.
Motion passed (5-0)
7. **M/S Senenfelder/Wilkening** to approve of the recommendation of the Personnel Committee for a \$1.00 per hour raise for Jon Fank for receiving his Class C Water Operator License Certification effective July 07, 2018
Motion passed (5-0)
8. **M/S Senenfelder/Wilkening** to approve of the request of the accounting department to transfer \$23,003.00 from the General Fund to Fund 304 (Tower Ave/Debt. Service). (This is a budgeted under Debt. Service and was included in the 2018 Levy)
Motion passed (5-0)
9. **M/S Senenfelder/McMurrin** to approve to hire Brandon Fitzsimmons to handle the arbitration case with Mr. Lange.
Wilkening questioned when he would be starting.
Bjorklund answered tomorrow morning.
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 May 21st, 2018.
Motion passed (5-0)

2. **M/S McMurrin/Wilkening** to approve of the recommendation of the Walker Planning Commission/Board of Adjustments to approve LU-2018-03, a Variance application for 102 6th Street North, Parcel #96-337-1610, to allow for a ±1 foot encroachment into the right-of-way beyond the length of time allowed for an obstruction with the findings and facts and conditions as listed on the Staff Report File: LU-2018-03 and Resolution 18-2018.

Wilkening clarifies that they are basically correcting a previous discrepancy and making it better.

Roll Call: Ayes: Moore, McMurrin, Senenfelder, Shaw, Wilkening Nays: None
Motion passed (5-0)

3. **M/S McMurrin/Moore** to approve of the recommendation of the Planning Commission Board of Adjustments request to expend funds to hire a zoning specialist to work with the Planning Commission Board of Adjustments to draft revisions of the City of Walker PUD Ordinance.

Explains that they are working on creating high density Ordinance and they can get pretty complicated; they tie to different parts of the Ordinance and we want to make sure it is done correctly.

Motion passed (5-0)

4. **M/S McMurrin/Wilkening** to approve of the recommendation of the Planning Commission Board of Adjustments to determine the portion of City of Walker property PID# 96-002-2202 land that would be needed to place the encroachments on this property within the Tufte property PID# 38-002-2316 including a ten foot set back from the new proposed lot line with costs for survey, filing, recording and any other fees associated with a parcel split borne by the property owner and the price to be determined by City Council.

Wilkening explains the layout of the abutting property to the Council. He states that their parcel is in Shingobee Township and that at some point when their septic was installed it was placed on City of Walker property as well as a retaining wall and a portion of their deck. He added that piece of land runs uneven and doesn't have a lot of use to the City. Wilkening explained the different thought processes that included selling them a triangle portion of the land but decided that wouldn't be feasible if the property owners ever needed to perform maintenance on the septic or retaining wall they would need space to do that and that 10 feet north of the furthest encroachment seemed like a reasonable amount of space to work with.

Senenfelder questioned how old the system is.

Doug Tufte responded that there was a permit issued for it in 1995.

Wilkening stated that Planning Commission has already reviewed this and their recommendation is to square the lot off as shown in the Certificate of Survey.

Bjorklund states that the Council has received an offer; that is why they will be closing the meeting for Council to consider that offer.

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 May 22nd, 2018.
Motion passed (5-0)
2. **M/S Moore /Senenfelder** to approve of the recommendation of the Walker Park Advisory Board to approve of park use application for Rock Garden use from Walker Bay Live: MN Folklore Theater for a Summer Event Series. The set-up is Thursday August 9th, 2018 from 1pm to 5pm, the actual event is from 5pm to 9pm. Clean up will be completed by 10pm the same day. The approximate number people expected are 100.
Wilkening questioned if there would be a tent.
Moore stated that there will be smaller ones.
Motion passed (5-0)
3. **M/S Moore/McMurrin** to approve of the Park Use Application from Leech Lake Area Arts & Culture Alliance to use the Rock Garden and Pavilion on July 23rd, 2018. Set-up Monday July 23rd, 2018 9am-11am, actual event 7pm-9pm and clean-up on Tuesday July 24th, 2018 from 9am-11am. The approximate number people expected are 100.
 - a. If alcohol is to be served; provide a copy of caterers license from the MN Department of Alcohol and Gambling along with a copy of a certificate of liquor liability insurance that states "cover all catered events".
 - b. Are fees charged or donations collected or solicited? If yes; Reduced Commercial Fee of \$100 would apply.Otto states that there would be a small 10x10 tent in case of rain.
Motion passed (5-0)
4. Discussion and recommendation to the Park Advisory Board; request from the Leech Lake Area Arts & Culture Alliance for an apron of pavers in front of the Rock Garden Pavilion.
McMurrin stated that she doesn't want to take up anymore green space.
Moore stated that Shannon Phfeiffer did not recommend it; they had a problem with the pavers at the park and they are having continuing problems with the maintenance. Moore states that some of the suggestions included having a donor recognition name tree like the one in the lobby of St. Joseph's Hospital.
Moore added that there is a problem with the cement at the pavilion.
Otto stated that the St. Joseph's tree has about 200 donors and ours would be much smaller; we collected about twenty \$1,000 donations. The cost of the tree is about \$2,000 to construct. We considered the tree but rejected it for that same reason. He brings up a suggestion of a bronze plaque mounted on one of the rocks, which was not considered by their board because they like the idea of conforming to the park and having matching pavers.
Shaw addresses Otto stating that he is not getting much support for the pavers.
Wilkening questioned couldn't it be done as simply as a plaque mounted on a post on the pavilion.
Moore suggested engraving rocks like they did at the park.
Otto replied that was also very expensive.

Moore stated that they will talk more about fixing the correction of the pavilion at the next Park Board meeting.

5. Discussion regarding weeding of the Rock Garden by Volunteers.

McMurrin stated they already have someone hired for this.

6. **M/S** Moore/Senenfelder to approve to demo the middle picnic shelter/pavilion in the Park.

Senenfelder stated that the posts are rotten. It doesn't help that kids have been swinging on the rafters. There is no hurricane clips on the rafters.

Wilkening stated they come back to the next meeting and plan on a rebuilt so it is ready for next year.

Bjorklund stated that they have a quote for the concrete and she is still waiting for a response on Tyler Crow on a price for a demo on it.

Motion passed (5-0)

PUBLIC WORKS, SAFETY & CEMETERY – Councilmember Wilkening

1. **M/S** Wilkening/Senenfelder to approve of the recommendation of the Public Works Committee to Purchase a 2018 Ford F-150 4X4 regular cab at \$27,570 plus tax and license to replace Unit 509, 2010 F150.

Motion passed (5-0)

2. **M/S** Wilkening/McMurrin to approve of the recommendation of the Public Works Committee to work in conjunction with the WHA School Project; adding rolled curb to Fifth Street for storm water run-off at a cost of \$8,000.00

Bjorklund stated that the apparent low bidder has pulled out of the project. They are only going to the sidewalk portion at this time and call it phase 1. They would like us to consider approving this so they can just move forward.

Wilkening clarified that they would be approving up to \$8,000.

Wilkening stated that the curb that is currently there isn't sufficient enough to handle all the rain

Motion fails (0-5)

3. **M/S** Wilkening/McMurrin to approve of the recommendation of the Public Works Committee to work in conjunction with the WHA School Project; adding rolled curb to Fifth Street for storm water run-off at a cost of up to \$8,000.00

Motion passed (5-0)

4. **M/S** Wilkening/Senenfelder to approve of the recommendation of the Public Works Committee to replace City Dock signage with option 5 in the amount of \$1,950.00

Motion passed (5-0)

5. **M/S** Wilkening/Murrin to approve of the recommendation of the Public Works Committee to accept the quote for a Fishing Platform from Remer Iron Works in Poly, in the amount of \$9,100.00

Wilkening stated that it will be a hinge mechanism so it will be able to lift up.

Motion passed (5-0)

6. **M/S** Wilkening/Senenfelder to approve of the recommendation of the Public Works Committee to authorize moving forward with a 2019 Northside - Road, Water, Sewer, Street, Curb and Gutter Project and have Ulteig draft a Master professional Service Agreement for the project

Motion passed (5-0)

7. **M/S Wilkening/Senenfelder** to approve of the recommendation of the Public Works Committee to send Daniel Martin to MRWA training July 11th and 12th, 2018 in Rushford MN at cost of lodging, mileage and meals; there is no cost for the training. Motion passed (5-0)
8. Review & File Sanitary Survey Report (every 18 months inspected)

OTHER BUSINESS –Mayor Jed Shaw

- In observance of Independence Day, Walker City Offices and DMV will be closed on Wednesday, July 4, 2018.
- Discussion on setting up a proposed Joint Powers Agreement Board
Wilkening stated that we have been hearing concerns about the Library for the last decade. We have accumulated a donation that matched what the City put away. But the reality is the City can't afford to pay for a new Library on their own. The amount of contributions that we have received from our fellow township residents haven't been even close to sufficient to pay for heat. We have another issue in our community that I think deserves some attention. Wilkening stated that he has been attending some of the meetings at the Walker Area Community Center. The reality of it is that facility can't make their budget to carry the facility. The Community Center provides services to the City and to the outside Townships. They have the youth hockey program with the arena, the Boys and Girls club and a variety of organizations that use their facilities. We now have joint power agreement for the fire department that works wonderfully. What makes Walker unique is the things that we have plus the area surrounding us. The things like the Library, Airport and Park Systems. Some will argue that the WACC is part of that also. If nothing else with the WACC you have community groups that meet and utilize that space; it's a space for kids to gather. We don't have a lot of that in our community. The City of Walker can't take on all these projects ourselves. We can't take on the Library ourselves and we can't take on the WACC ourselves. I propose that the City of Walker try to make a difference. If the Library doesn't succeed and it falls to shambles we are going to have to close it because I can't justify taxing our residents another \$600,000 to build another Library. If we create a joint powers agreement that oversaw all of those entities and set it up in the same fashion that we did the fire department that could work with all of our surrounding neighbors it would be one of the best investments that our whole community could make.
Otto questioned what a joint powers agreement is.
Wilkening stated that it doesn't exist yet and is imagining something newer and different and a different way of doing things.
Senenfelder added that as an example the Fire Department is no longer owned by the City of Walker; it is owned and run by Townships and the City of Walker that surround it. The funding is based on the taxes. We have township board members that sit on a number of our committees that deal with making decisions with what happens within the City. In the case of the Library we are not seeing large amounts of money coming forward or even a commitment. The last user assessment that I saw actually put the City of Walker second in the groups of people that use the public Library; Shingobee Township was first, yet the City of Walker is stuck with

the bill or the request to build a new one. We don't have the money to build a new Library without the help of the surrounding area.

McMurrin stated that is what the building committee is about. What they need is a final total so they can present it to their Township boards and allocate so much per year.

Shaw added that they are talking about a broader solution.

Moore stated that she sat on the committee for the joint powers for the fire department and it worked very well.

Wilkening stated that if those things start to go away we lose our quality of life.

Any of the things that I have mentioned adds a certain quality of life for certain individuals. Wilkening noted that at the WACC meeting there were no other government entities at that meeting besides someone from the school district.

Valen stated that the joint powers create a new legal entity separate from the City separate from the Townships. A joint powers board can do anything that its member entities can do. Townships are strictly governed by State Statute. I know that you can do it for Library and Parks. Valen added that he was unable to find anything on Community Centers but also ran out of time. You could do something parallel to what you are doing with the Fire Department; with the Library, Parks, Community Center and Airport. Valen clarifies that he isn't sure if you are able to do that with Airports.

Public-Is the Library still a Carnegie Library?

Shaw stated that he believes that the original building burnt down.

Wilkening stated that it all comes down to money.

Hauser-What if it was a Library with an attached space and possible rent to earn some sort of income.

Wilkening stated that he thinks that all of the residents of the townships and the Cities let their supervisors know their interests.

Shaw suggested having Jon looking into if the WACC would follow under those rules.

Senenfelder and McMurrin agree to head the committee.

Wilkening stated that it is painfully obvious that something needs to be done soon with the WACC. He suggested forgiving their current balance on their water/sewer bill. He adds that he would hate the City to be the one that used their last few thousand dollars while they are trying to sort this out.

M/S Wilkening/Senenfelder to approve to forgive their current balance of \$860 to Walker Water Works for water/sewer utilities and suspend billing them until January 1st, 2019.

Motion passed (5-0)

Bjorklund announced that there were some issues at the water plant this past weekend; we have the electrical issues fixed as of about 2:00 this afternoon and all of our pumps are back up and running. Now we need a compressor for the dehumidifier. The compressor itself costs \$2,463 that doesn't include freight or installation which is about \$700 or Freon. We are looking at \$4,000 to \$5,000 to get the plant up and running.

McMurrin stated that Carol Smith said the water is really high. Did we drain it?
Senenfelder stated that it was drained and pumped down last year.

- **We will now close the regular portion of the meeting** to review a purchase agreement for a portion of land within PID # 96-002-2202 under the Attorney/Client privilege

The meeting was closed at 7:04 pm for discussion on a purchase agreement for a portion of land within PID # 96-002-2202 under the Attorney/Client privilege

The regular meeting reopened at 7:15 pm

M/S Shaw/Moore to approve of Resolution 19-2018, a Resolution authorizing the sale of City property not needed for public use.

Roll Call: Ayes: Moore, McMurrin, Senenfelder, Shaw, Wilkening Nays: None

Motion passed (5-0)

ADJOURNMENT-Mayor Jed Shaw

Mayor Shaw adjourned the regular scheduled meeting at 7:23 pm

Jed Shaw, Mayor

Attest: _____
Terri Bjorklund, Administrator