

**WALKER CITY COUNCIL  
REGULAR MEETING MINUTES  
WALKER FIRE HALL MEETING ROOM  
MONDAY, AUGUST 6, 2018**

**CALL TO ORDER –Mayor Shaw**

- Mayor Jed Shaw called the regular scheduled meeting to order at 6:00 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  
Wayne Tennis, Police Chief  
Travis Bakker, City Police  
Christy Blaine, Self

Pamela Smith, City Employee  
Dean Morrill, Pilot Independent  
Jon Stewart, City Building Inspector  
Jeff Blaine, Self

**CONSENT AGENDA-Mayor Shaw**

**M/S** Wilkening/Moore to approve the addition of number five under Public Works to consider potential grant applications for a plow tuck.

Motion passed (5-0)

**M/S** Moore/Wilkening to approve the Consent Agenda Items 1 thru 16 as follows, waving the reading.

1. Approve Walker City Council regular meeting minutes of July 2<sup>nd</sup>, 2018.
2. Review and file draft of Walker Planning Commission/Board of Adjustments regular meeting minutes of July 30<sup>th</sup>, 2018.
3. Review and file June 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 July 24<sup>th</sup>, 2018.
6. Review and file Walker Police Department Monthly Report.
7. Review and file Walker Area Joint Fire Department Minutes of July 12<sup>th</sup>, 2018.
8. Review and file Public Works Committee meeting minutes of June 31<sup>st</sup>, 2018.
9. Approve Cash Balance Report as of June 30<sup>th</sup>, 2018.
10. Review and file Cass County's May/June Tax Settlement for 2018.
11. Approve of payment for Invoice 00312289 in the amount of \$2,025.47 to Municode for supplement No. 3 to the Code of Ordinances.
12. Approve to pay invoice 4327-1 in the amount of \$2,529.00 to Sherwin Williams Co. for paint.
13. Review and file Minnesota Department of Revenue's Certified 2019 LGA for the City of Walker in the amount of \$42,054
14. Review and file state-certified level of library support for 2019 in the amount of \$16,981.
15. Approve entering into the agreement with Gas Service Co. Inc. for the 2018-2019 heating season for propane.

16. Review and file email from Leech Lake Area Chamber of Commerce regarding Hwy 371 work to be done in 2023.  
Motion passed (5-0)

**SCHEDULED CITIZEN PRESENTATIONS –Mayor Shaw**

Christy announced that they were presented with the Order to take care of the conditions of their property. She added that she found out what they had done initially was not enough. She states that the roof is on and three sides of the house are completed with the siding; other than the dormers. We had an inspection last Wednesday and significant progress had been made. I would like to see this order rescinded. The process was very frustrating. The order did not state what the corrective actions should be and I was never given anything by anyone else. We did what we thought was correct. If this happens to someone else, this should be given to them (pointed out the yellow copies of the building inspection reports) stating that it should not be given to them afterwards.

Mayor Shaw clarified with Building Inspector Jon Stewart that the change was made and from now on they would receive a copy of the report.

Stewart-Yes.

Mayor Shaw added that it was a good policy change.

**CITY STAFF COMMENTS – Administrator Terri Bjorklund**

- The following City of Walker Offices will be voted for at the state general election to be held Tuesday, November 06, 2018. Candidates may begin filing for these offices on Tuesday, July 31, 2018. The filing period ends at 5:00 p.m. on Tuesday, August 14, 2018:

**Mayor (2 year term)**

**City Council (2 positions–4 year regular term)**

- Primary Elections will be held on August 14<sup>th</sup>, 2018 voting begins at 7am and ends at 8pm; City of Walker residents may vote at the Walker Fire Hall, 701 Elm Avenue.

**PERSONNEL, BUDGET & ADMINISTRATION –Councilmember Senenfelder**

1. **M/S Senenfelder/McMurrin** to approve of Claim #55372 to Claim #55525 including Voided Check Numbers 55445 and 55446 and bank drafts in the amount of \$732,716.29.

Motion passed (5-0)

2. **M/S Senenfelder/McMurrin** to approve of the Kitchigami Regional Library System proposed 2019 Budget for Walker Library Branch levy portion in the amount of \$14,711 plus \$406 for automation, repair and replacement.

Senenfelder questioned what they were replacing.

Bjorklund stated anything that they have already replaced is included as far as computers and such; that is what you are paying for. You are paying for the actual Library equipment.

Wilkening added that it is a mandated item that comes from Kitchigami.

Motion passed (5-0)

3. Discussion of request by Christy Blaine regarding the house located at 403 2<sup>nd</sup> Street.

Senenfelder stated that he likes what has been done. The homeowner needs to understand that they can't stop now. The repairs were long overdue. He added his concern for the electrical box being opened up.

Stewart-That has been closed up.

Wilkening questioned the condition of the interior. Are the windows closed and the place sealed up?

Stewart-The building is secure.

Wilkening-From a hazard standpoint, that doesn't exist?

Stewart-Correct.

Senenfelder-Young children couldn't gain access.

Stewart-Not without breaking the doors down.

Wilkening stated that the request is to stay the order against it and a self-imposed timeline to complete it.

Christy stated baring any health concerns of a child who requires the money that we are putting toward it; we are hoping to be done by the end of September.

Stewart added that the current permit expires in October.

Wilkening questioned if this had been extended; twice.

Stewart stated that it had.

Christy added that they have had three permits.

McMurrin- So you have been working on it for three years now?

Christy-yes.

McMurrin stated that they have had three years to work on it and now when the Council gets involved all of a sudden you're working like crazy. Why couldn't that have happened without us having to go through all these man-hours filing all the papers and such.

Christy explains that because of the health concerns of a family member the money went to that expense verses the house.

McMurrin added that we all have things that happen to us in life, and believes it should be a lot further along than it is.

Jeff-The other partner that is in on it with us; my sister and brother-in-law, didn't show up.

McMurrin stated that they have other properties in town that they are trying to work on and questioned how long all of this was going to take.

Wilkening questioned Christy how far along they were at with the property on 4<sup>th</sup> Street.

Jeff-Our hope was to get this one done, pay less for it then what we have and take the money from that and move forward on the other one.

Senenfelder questioned if that property was secured.

Christy-Yes.

**M/S Moore/Wilkening** to approve to give them the opportunity to complete it by the end of the permit period.

Wilkening clarified that for it to be considered completed the exterior would need to be wrapped up and any interior renovations that are noted on the permit.

Christy stated that she doesn't believe that the front deck is on the permit. If that is not completed at that time we can get a different permit for that. We initially were not going to replace that but we found rot on it.

Wilkening clarifies that by the end of the existing permit the house will be habitable.

Christy states you will not be able enter through the front door.

Senenfelder-That isn't habitable.

Wilkening withdraws his Second to the motion. Mayor Shaw asked for a second to Moore's motion on the table. None was heard.

**Motion dies.**

Senenfelder questioned if under our current building code if we did an inspection at the end for a certificate of occupancy.

Mayor Shaw suggested that the motion include it adhering to the current building permit with the proviso that you apply and also receive the second permit for the deck and at the end of the term of the first permit the house must be in habitable condition as set forth by both permits. Shaw questioned Stewart if that made the house habitual.

Stewart answered that it would. He added that in his opinion for as long as it has taken he believes they should concentrate on finishing the outside.

Shaw added that the council could make a motion as according to the original building permit that you would also apply for a second permit to complete the steps to be completed both at the same time with the proviso that you finish the outside of the home first prior to starting with any of the interior work.

**M/S Wilkening/Moore** to approve to give Blaine's the opportunity to complete project by the end of the permit period. Adhering to the current building permit with the proviso that you apply and also receive the second permit for the deck and at the end of the term of the first permit the house must be in habitable condition as set forth by both permits. That a certificate of occupancy is issued by the Building Inspector for 403 2<sup>nd</sup> Street prior to the expiration of the building permit dated October 10, 2018 that they are currently working under

Motion passed (4-1)

4. **M/S Senenfelder/Wilkening** to approve of the request from the Accounting Department to transfer \$187,071.00 from the General checking account fund 101 to the following funds:
  - a) \$46,200 to Street Equipment Savings fund 101 checking (\$45,000 for Heavy Equipment savings, \$1,200 towards lawn mower)
  - b) \$55,000.00 to Street Capital Projects Checking fund 500 (to save for road upgrades)
  - c) \$50,000.00 to Street Capital Projects Checking fund 500 (for City Dock maintenance and upgrades)
  - d) \$15,750.00 to Cemetery Checking fund 209

- e) \$9,009.00 to Police Equipment Savings fund 101
- f) \$1,112.00 (parks) to Street Equipment Savings fund 101 (to save for lawn mower)
- g) \$10,000.00 To Building Capital Projects checking fund 505 (save for City hall roofing)

Motion passed (5-0)

5. **M/S** Senenfelder/Moore to approve of the request from the Accounting Department to transfer \$1,200.00 from Cemetery Checking fund 209 to Street equipment savings fund 101 (to save for lawn mower)

Motion passed (5-0)

6. **M/S** Senenfelder/Wilkening to approve of the request from the Accounting Department to transfer \$50,000.00 from DMV Fund 871 checking to the General fund 101 checking. (This was in the capital outlay budget for the City dock maintenance and upgrades.)

Motion passed (5-0)

7. **M/S** Senenfelder/Moore to approve of the request from the Accounting Department to return available increment from TIF District 2-8 in the amount of \$9,301.57.

Wilkening questioned if there was anything we can use that for.

Shaw questioned why they are returning it.

Bjorklund stated State TIF training; because of the uniqueness of this district we are right at the spending point. To keep everything 'clean' for the next TIF final audit. He highly suggested that we return the whole increment.

Motion passed (5-0)

8. **M/S** Senenfelder/Wilkening to approve to pay invoice 1218-655 in the amount of \$2,122.20 to Pace Analytical for Equipment, Analytical and Supplies.

Motion passed (5-0)

9. **M/S** Senenfelder/McMurrin to approve of Resolution 20-2018, 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)

10. **M/S** Senenfelder/Moore to approve of a 1 day Temporary Liquor License for the Portage Brewing Company, on September 1<sup>st</sup>, 2018 at the Arvig Parking Lot for their 'SSIPPI Roots music fest; contingent upon receiving certificate of liability naming the city as additionally insured.

Motion passed (5-0)

11. **M/S** Senenfelder/McMurrin to approve of the recommendation of the Personnel Committee to hire Michael Ridlon as the Public Works Director at a salary of \$59,000 and 40 hours of vacation which will not be cashed in for pay out and a 3% increase upon successful completion of his 6 month probationary period; with a start date of September 4, 2018.

Motion passed (5-0)

Dean Morrill questioned how many people applied for the position.

Bjorklund stated that they had eight applicants. Four of which were qualified and those four were interviewed.

Dean-What is the status of the arbitration with Neil Lange.

Bjorklund-That is a question for Mr. Valen.

Dean-It hasn't been completed yet?

Shaw-That would still be a question for Mr. Valen. Any questions regarding the City and Mr. Lange should be directed to Valen.

Dean-But you are the Council. All you have to do is say yes or no if it's been completed or not.

Bjorklund requested Dean to call her in the morning so she could provide him with a number to call.

### **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 June 25<sup>th</sup>, 2018.  
Motion passed (5-0)
2. **M/S McMurrin/Moore** to approve of appointment Karen Haukos to the Library Board  
Senenfelder questioned if that made it a full board.  
McMurrin-We will be having two more leaving. We need a Township and another City.  
Motion passed (5-0)
3. **M/S McMurrin/Wilkening** to approve to send a letter to the two members whose terms have expired thanking them for their service and advertise for interested candidates to fill these seats on the board  
McMurrin stated that Fred Rogers and Dorothy Opheim have terms that have expired.  
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 June 26<sup>th</sup>, 2018.  
Motion passed (5-0)
2. **M/S Moore/Senenfelder** to approve of the recommendation of the Walker Park Advisory Board of the Park Event application for use of the lower park for Hope Lutheran Church 100<sup>th</sup> anniversary Picnic on Saturday June 29<sup>th</sup>, 2019. Setup from 8am to noon (\*tent may be set up on June 28<sup>th</sup>), actual event from noon to 8pm clean up from 8pm to 10pm. The approximate number of people expected is 200-400; contingent upon receiving certificate of liability naming the City of Walker as additionally insured as well as receiving the insurance certificate from the rental vendor for the inflatables.  
Motion passed (4-1)
3. **M/S Moore/Senenfelder** to approve of the recommendation of the Walker Park Advisory Board of the Park Event application for use of the lower park for Fall Kickoff for Calvary's K-12 Ministries on Sunday September 16<sup>th</sup>, 2018. Setup from 3pm to 4pm, actual event from 4pm to 6pm, cleanup from 6pm to 7pm. The approximate number of people expected is 200; contingent upon receiving insurance certificate from the rental vendor for the inflatables.  
Motion passed (4-1)

4. **M/S Moore/Wilkening** to approve of the request from the Walker Park Advisory Board to recommend that the Leech Lake Arts & Culture Alliance hire a contractor to place composite decking around the front and two sides of the Rock Garden Pavilion so the decorative post bottoms look finished.  
 Moore explains that Steve Bilben and Chris Opheim came up with a reasonable price bid and it will look very nice. They are paying for this; we are not paying for this. To make it look finished.  
 Motion passed (5-0)
5. The Walker Park Advisory Board to hold a community input meeting for replacing the lower pavilion in the park. The meeting is scheduled on September 17<sup>th</sup>, 2018 from 5-7pm under the lower pavilion in the park.  
 Moore stated that Nancy Beard came up with flyer for the Park Board. She added that she feels strongly that the community should have input on what we spend a lot of money on even though we are going to go for donated funds. It is everybody's park. I would like to see the community get involved in it and give us their ideas.  
 Wilkening clarified that this is a basic pavilion. If you replace it in that same spot you couldn't really build it any larger.  
 Senenfelder stated that on a grandiose scheme would possibly include flush toilets to get rid of the porta-johns.  
 The Board clarifies that this is the large pavilion.  
 Moore added that they are waiting on the smaller pavilion to be constructed so they can tie in the design.

**PUBLIC WORKS, SAFETY & CEMETERY – Councilmember Wilkening**

1. **M/S Wilkening/Senefelder** to approve of resolution 21-2018, a resolution ordering preparation of the report on improvement.  
 This is in regards to a future road project including Cleveland and a variety of other roads on the North side.  
 Roll Call: Ayes: Moore, McMurrin, Senenfelder, Shaw, Wilkening Nays: None  
 Motion passed (5-0)
2. **M/S Wilkening/McMurrin** to approve of the recommendation of the Public Works Committee to approve the Change Order from Ulteig for the 2018 Utility Improvements-CSAH 12 (10<sup>th</sup> Street) project No. R17.01996 in the contract sum of \$40,537.00  
 Motion passed (5-0)
3. **M/S Wilkening/Senefelder** to approve of the recommendation of the Public Works Committee to approve the Change Order from Ulteig for the Walker-Tower Avenue Extension to TH 371 project No. R17.01152 in the contract sum of \$28,160.00  
 Motion passed (5-0)
4. **M/S Wilkening/Moore** to approve of the Consider approval of the recommendation of the Public Works Committee to approve the quote from Lakes Area Powersports in the amount of \$10,945.80 for a Toro Lawnmower.  
 The Board clarifies that the delivery date is a couple weeks out.  
 Motion passed (5-0)

5. Discussion on consideration on potential grant applications for a plow truck. Wilkening indicated that a month ago they were looking into plow trucks. They can cost upwards around \$200,000. Wilkening attended a meeting with clean-air MN with the Environmental Initiative and there was discussion about the VW lawsuit money and clean diesel. They are developing a program that you could apply and get rid of pre-2007 diesel trucks. Wilkening added that the City is in need of a new plow truck and if ordered it would be ready by the second quarter of 2019; with a possibility of some being available sooner. Wilkening stated that when speaking with the Environmental Initiative group again they had mentioned that they had another \$25,000 grant that was available in cooperation with Minnesota Power. They are willing to work with us to make this amount of money available sooner. Wilkening stated that the old plow truck motor would have to be disabled or it has to go to a recycling agency. Hopefully by next meeting we will be able to come with a letter from the Environmental Initiative that states here is \$25,000 to spend on a new plow truck.

#### **OTHER BUSINESS –Mayor Jed Shaw**

- City offices and Department of Motor Vehicles will be closed Monday September 3<sup>rd</sup>, 2018 in observance of Labor Day. Moore requested to speak with Chief Tennis, Walker Fire Department, the Forestry Service and the Dive Team. She would like to work on bringing back National Night Out for 2019. I will chair this event and see what we could come up with. Chief Tennis clarified that it was actually a community event; it doesn't have much to do with the Police Department. The community asks us to show up for it. Moore stated that the first time this event took place it was Jesse and you that put it together. Tennis explained that it was the Boys and Girls Club that requested them to be there. It is a community event it has nothing to do with the Police Department or Fire Department; we just show up. National Night Out is a crime free night. In bigger cities they have block parties and if a cop or fireman can show up they will. It is for the neighbors to get to know each other. Moore stated that all of the other communities are working hand in hand with their departments. Moore added that it was understandable that Wayne wanted nothing to do with this. Chief Tennis replied that he never said that he didn't want anything to do with it. He was clarifying to the Board that it is a community event. When you stated that you would be a chair; there is no board. Senenfelder questioned who else has sponsored that event in the past. Chief Tennis stated Superone started serving food and then when they couldn't support it anymore the Legion would help with whatever brats they had left over from a golf tournament. That is why it would work out with the Boys and Girls club so they could get all the food set up. Moore requests to investigate it a bit more for 2019, adding that the Legion is interested in getting involved also.



**ADJOURNMENT-Mayor Jed Shaw**

Mayor Shaw adjourned the regular scheduled meeting at 6:48 pm

\_\_\_\_\_  
Jed Shaw, Mayor

Attest:\_\_\_\_\_  
Terri Bjorklund, Administrator