

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, SEPTEMBER 9, 2013**

CALL TO ORDER –Mayor Scott Bruns

- Mayor Scott Bruns called the regular scheduled meeting to order at 6:00 p.m.
- Pledge of Allegiance
 - Council members present: Nelson, Moore, Bruns, Wilkening
 - Council members absent: McMurrin
 - Others present during portions of the meeting included:

Wayne Tennis, Police Chief

Terri Bjorklund, City Administrator

Travis Bakker, Police

Neil Lange, Public Works Director

Jim Shultz, City Engineer

Dean Morrill, Pilot Independent

Pamela Smith, City Employee

CONSENT AGENDA

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

1. Approve Walker City Council Regular Meeting Minutes of August 5th, 2013.
2. Review and file Walker Park Board Meeting Minutes of July 27, 2013.
3. Approve Cash Balance Report as of July 31st, 2013.
4. Review and file Walker Police Department Monthly Report.
5. Review and file Draft of Walker Planning Commissions/Board of Adjustments Meeting Minutes of August 26th, 2013.
6. Consider approval to pay Invoice 272219 from SEH in the amount of \$4,100.00 for the A/D building construction administration.
7. Consider approval of the Change Order in the amount of \$3,509.36 from SEH for lock improvements and septic repair.
8. Review and file Cass County Economic Development report.
9. Review and file 2014 Local Government Aid Notice.
10. Consider approval to pay Invoice 39117 from Ulteig in the amount of \$7,690.10 for Sixth Street utility and street reconstruction.
11. Consider approval to pay Invoice GPAR11507 in the amount of \$1,149.12 from Neopost Great Plains for the maintenance contract for the postage machine and scale.
12. Consider approval to pay Invoice GPAR11508 in the amount of \$455.61 from Neopost Great Plains for the maintenance contract for the folder envelope inserter.
13. Review and file letter of resignation of Molly MacGregor from the Library Board effective September 3, 2013.
14. Review and file Thank you from Leech Lake Chamber of Commerce.

15. Addition of request to process Tier II Electronic License system for the DMV office.

16. Addition of Open House invitation from Shingobee Township.

Motion passed (4-0)

SCHEDULED CITIZEN PRESENTATIONS –Mayor Bruns

None.

CITY STAFF COMMENTS – Administrator Terri Bjorklund

Terri describes that the application for electronic license system that the DMV is requesting is the ability to go from a Tier II DNR licensing center to a Tier I. Tier II includes the licensing of Boats, ATV's, Personal Watercraft, and Dirt Bikes. Tier I would also allow them to issue hunting and fishing licenses. She reminds the Council to take into account that they would need to consider if this would take business away from the private sector that already offers Tier I licensing.

PERSONNEL, BUDGET & ADMINISTRATION – Councilmember Nelson

1. **M/S Nelson/Moore** to approve of Claim #48440 to Claim #48497, and Claim #48500 to Claim #48600, and bank drafts in the amount of \$295,922.82.

Motion passed (4-0)

2. **M/S Nelson/Wilkening** to approve of request of the City Administrator to send 2 staff members to MCFOA Region II Meeting in Duluth September 27, 2013 for a seminar on Sales & Use Tax for Local Government at the total cost of \$40.00 plus mileage and wages.

Motion passed (4-0)

3. **M/S Wilkening/Moore** to approve Resolution 19-2013, a Resolution Adopting Preliminary Budget and Tax Levy, and Certifying the Truth and Taxation Meetings.

Nelson states that we could always reduce the request but we could never go higher.

Wilkening adds that this is a 7.67% increase over last year's budget.

Wilkening-We are putting money away for the purchase of equipment that we didn't 3 years ago; for the purchasing of a new plow, and we moved the squad car back a year. We are doing things now that will positively affect future council.

Terri describes the net tax capacity keeps declining throughout the years. In 2012 we saw a 3.9% reduction in our net tax capacity. Last year we saw 4.4% reduction, mostly due to the homestead credit exclusion. She points out the net levy of 7.67% (our net tax capacity) has decreased another 4.06% and that this is market related because the housing market is not selling for what it was originally appraised at.

Terri-If this actual budget was adopted tonight it would be a 12.24% increase.

Bruns reminds the council what Wilkening had stated that last year we didn't do anything but yet we went backwards because we lost that 4% just in value because of the market value so we need to keep that in mind, so we don't hamstring future councils.

Ayes: Nelson, Moore, Bruns, Wilkening Nays: None.

Motion passed (4-0)

4. **M/S** Nelson/Moore to approve Resolution 20-2013, a Resolution Declaring Cost to be Assessed, and Ordering Preparation of Proposed Assessment.

Nelson brings up the fact that we changed the assessment policy.

Wilkening describes to the board the change of the assessment policy.

Wilkening-There were two different options that they could choose from. They chose the one that was most beneficial to the property owners with a lower assessment to the property. So they will be able to allocate money for future projects. So then a net assessment to the roll of the property; they are getting the less of the two by a significant amount.

Ayes: Nelson, Moore, Bruns, Wilkening Nays: None.

Motion passed (4-0)

5. **M/S** Nelson/Moore to approve Resolution 21-2013, a Resolution calling for a Public Hearing on Proposed Assessment.

Nelson states that is for the October 7th meeting.

Ayes: Nelson, Moore, Bruns, Wilkening

Motion passed (4-0)

6. **M/S** Nelson/Wilkening to approve Resolution 22-2013, a Resolution Accepting Donations made to the City of Walker Thru Fiscal Year 2013.

Motion passed (4-0)

Wilkening seconds for discussion.

Wilkening question why they wouldn't make the donation directly through the fire department?

Terri describes the reason the donation was brought to the City of Walker verses going to the Walker Joint Area Fire Department. The Legion has the ability to donate Pull Tab funds to certain entities; the City of Walker being one of them. They can use us as a government pass-through to give money to other organizations.

Ayes: Nelson, Moore, Wilkening Nays: None

Abstain: Bruns

7. **M/S** Nelson/Moore to approve request from the Accounting Department to transfer \$26,968.19 from the general account to the Sewer Capital Projects Fund for payment of the Electric Pump.

Motion passed (4-0)

ECONOMIC DEVELOPMENT & LIQUOR STORE – Councilmember Moore

1. **M/S** Moore/Wilkening to approve of Walker Planning Commissions/Board of Adjustments Meeting Minutes of July 29th, 2013.

Motion passed (4-0)

2. **M/S** Moore/Wilkening to approve of the recommendation of the Walker Planning Commission/Board of Adjustment to draft language amending City Ordinance § 33.26 PLANNING ADVISORY COMMISSION, section (A) to read: The Mayor, with approval of the Council, shall appoint a Planning Commission of ~~seven~~ five members. At least one member shall be a City Councilmember.

Wilkening describes the difficulty they could be faced with currently having one or recently two members short for the Current Planning Commission Board. Eventually it could come down to a technical situation. They possibly wouldn't have enough numbers to hold a vote.

Wilkening-Variances and CUP's, if they were ever contested they could come back at us, since we have a majority rule vote for seven members.

He states that Terri made a good point that we currently run our City with a five member Council, whereas a bigger City like Bemidji would have a bigger Council and larger numbers on their advisory Boards as well.

The Board agrees that this is a good move. They discuss the need to change all the Boards to five members verses the seven members. The Board questions Valen to see if they need to do each one of the Board changes with a separate ordinance.

Valen-Yes. All separate ones.

Ayes: Nelson, Moore, Bruns, Wilkening

Motion passed (4-0)

3. **M/S Moore/Wilkening** to approve of the request of the Walker Planning Commission/Board of Adjustment to call for a Public Hearing at the October 7th, 2013 Council meeting at 6:05 pm to receive comment on the proposed changes to Chapter 91: Animals of the current City code.

(Amending previous date of September 9, 2013)

Motion passed (4-0)

LIBRARY, PARKS & AIRPORT – Councilmember Wilkening

1. **M/S Wilkening/Nelson** to approve of the recommendation of the Park Board to allow Leech Lake Television Corporation to install 2 cameras in the park on the pole to the left of the basketball court for public interest views of the lake and boat launching areas, this project is at no cost to the City of Walker.

Bruns-John is there anything legal that could get us in trouble?

Valen-I don't think so.

Moore states that after viewing some of these sites that it's not so detailed you can really even make out a face.

Wilkening asks Wayne from a public safety standpoint what does he think.

Wayne-The only request that I have is that the Council make sure that the camera will not be pointed at our beach.

The Board agrees.

Wilkening states that the ones that they have on tower you can zoom in, you can't rotate. I think it would be helpful for the police.

Wayne states that from a prosecution standpoint the problem with these systems is that they are so old they have to continue updating the cameras if you are using it for prosecution.

Moore states they aren't taping this. They would only tape it if the law enforcement wanted to get involved with this.

Bruns-So this is similar to what the school has?

Wayne-Yes.

Motion passed (4-0)

2. **M/S Wilkening/Nelson** to approve of the recommendation of the Park Board to allow the removal of pathway lights from the light house to the bench on the point.
Moore explains that this is because of the constant damage that was happening to the lights.
Motion passed (4-0)
3. **M/S Wilkening/Nelson** to approve of the recommendation of the Park Board for the installation of Bilben sign and bench.
Bruns-Neil have you seen it?
Neil-Yes. I don't see any issues?
Motion passed (4-0)

PUBLIC WORKS, SAFETY & CEMETERY – Councilmember Wilkening

- Update from Chair on Tunnel (Park to Forestry) project.

Wilkening states that Dave Enblom, County Engineer, met with them and was not happy with bids that came in for the project. They estimated that it was roughly \$200,000 more than what it should have been, so his recommendation was to hold off on bids for the project for now and go out again in the spring when bids are more competitive.

OTHER BUSINESS –Mayor Bruns

- Reminder of September 11th observance at 9:00 a.m. on the north lawn of the Cass County Courthouse.

Mayor Bruns mentions that the Legion Riders will meet at the Fire Hall at 8:30 a.m. and the Legion Color guard will march down to the court house lawn.

M/S Wilkening/Moore to decline the application request of the Department of Motor Vehicles to obtain an electronic licensing system POS to become a Tier I licensing office.

Mayor Bruns summarized what the DMV is requesting. The DMV wants to also sell hunting and fishing licenses. He reminds what the Administrator had mentioned earlier, that they should not compete with other businesses within the City of Walker that already offer this service. From what I understand there is not a lot of money to be gained by doing this. The Board agrees that this is not a good decision. They agree that that they do not want to compete with other businesses in town.

Motion passed (4-0)

- Shingobee Township Centennial Celebration.

Mayor Bruns notes that this is Wednesday, September 18th, from 5:00-8:00p.m. the Shingobee Township will be having an open house. He is unable to make it and is looking for volunteers to represent the City of Walker.

Moore and Nelson volunteer.

- Bruns adds that he was contacted by an area resident about tree planting. They had come to the city in the spring with the request to plant trees. We accepted that with the agreement that they need to figure out a watering plan. Somehow it

didn't get done. They needed to come before the park board to present their plan. However, they are planting Thursday unless someone else has another idea we will let it go through the process and go to Park Board first.

ADJOURNMENT –Mayor Bruns

Mayor Bruns adjourned the Regular Scheduled Meeting at 6:37 p.m.

Scott Bruns, Mayor

Attest: _____
Terri Bjorklund, Administrator