

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
Monday September 10, 2012**

CALL TO ORDER – Mayor Bruns

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

Meghan Compton, City Employee	Wayne Tennis, Police Chief
Joanne Mitchell, City Employee	Neil Lange, Public Works Director
Dean Morrill, Pilot Independent	John Valen, City Attorney
Ken Bresley, Airport Commissioner	Tom Hill
John Stewart	Linda Arts

CONSENT AGENDA

M/S Moore/Nelson to approve the Consent Agenda Items 1 thru 11 as follows, waving the reading

1. Approve Walker City Council Regular Meeting Minutes of August 6, 2012 and Special Meeting Minutes of August 30, 2012.
2. Approve Cash Balance Report as of July 31, 2012.
3. Review and file Walker Police Department Monthly Report.
4. Review and file letter dated August 10, 2012 from Positively Minnesota regarding amendment #1 to the BDPI contract for the City of Walker.
5. Review and file Corridor Investment Management Strategy from the Bemidji meeting summary of 5/23/12.
6. Approve payment of Partial Payment No. 3 from Aspen Construction Company in the amount of \$3,524.50 for the Underground Utility & Street Improvements – Sixth Street.
7. Approve payment of invoice 0958-02 from Deatons Mailing Systems for 12 month maintenance agreements on the postage machine, M300 folder/insertor and scale in the amount of \$1,430.00.
8. Review and file 2013 Local Government Aid Notice.
9. Review and file draft Walker Planning Commission's/Board of Adjustments meeting minutes of August 27, 2012.
10. Review and file July 2012 monthly zoning report.
11. Addition of #12 under Personnel, Budget and Administration: Consider approval to accept the resignation letter from Officer Jesse Leblanc effective September 27, 2012.

Motion passed (5-0)

SCHEDULED CITIZEN PRESENTATIONS – Mayor Bruns

- No Business

CITY STAFF COMMENTS – Administrator Terri Bjorklund

- No Business

PERSONNEL, BUDGET & ADMINISTRATION – Councilmember Nelson

1. **M/S Nelson/Wilkening** Consider approval of Claim #46908 to Claim #46923, Claim #46925 to Claim #47085, and bank drafts in the amount of \$441,983.51.
Motion passed (5-0)
2. **M/S Nelson/Moore** Consider approval of the request from the Accounting Department to transfer \$43,386.79 from the General Account to the Projects Account #103, for the Ulteig invoice approved for payment at the July 2, 2012 Council Meeting, 4th and Front Street Engineering Charge. And request transfer for \$386,866.27 from Fund 302 Rural Water Savings to Fund 500 Street Capital Projects checking for the 6th Street Project. This was approved to cash flow the improvement of 6th Street at the May 7, 2012 Council Meeting.
Motion passed (5-0)
3. **M/S Nelson/Moore** Consider approval of Wendy Drews attendance at the MDRA Annual Meeting to be held September 21, 2012 in St. Cloud, MN at a cost of \$20.00, plus mileage and wages.
Motion passed (5-0)
4. **M/S Nelson/Moore** Consider approval of Wendy Drews to attend the Driver's license fall seminar put on by the MN Dept of Public Safety to be held October 3, 2012 in Little Falls, MN and Pam Smith on September 18, 2012 in Bemidji, MN at a cost of mileage and wages.
Motion passed (5-0)
5. **M/S Nelson/Moore** Consider approval for Officer Baker to attend the Towards Deaths Conference (previously Safe & Sober) in Bloomington on Oct. 22nd and 23rd at a cost of mileage, meals and wages.
Motion passed (5-0)
6. **M/S Nelson/Moore** Consider approval of Resolution 32-2012, a Resolution accepting donations to the City of Walker.
Roll Call Ayes: Nelson, Moore, Bruns, McMurrin, Wilkening Nay: None
Motion passed (5-0)
7. **M/S Nelson/Moore** Consider approval of a Brewers Off-Sale Liquor License for Leech Lake Brewing Company.
Motion passed (5-0)
8. **M/S Nelson/Moore** Consider the request from Cass County Economic Development Corporation to enter in to a membership service agreement and to pay the fee of \$1,500 for the 2013 membership.
Wilkening – so we are actually going to sign the agreement, in lieu of doing a donation of \$1500 like we have in the past?
Nelson – yes. John, you had a question on #2 correct?
Valen – I spoke with Gail about it. I don't think it's a problem.

Wilkening - It's just a one year agreement?

Nelson – so are better off just giving the money

Motion passed (4-1) Nay: Wilkening

9. **M/S Nelson/Moore** Consider approval of Resolution 34-2012 supporting the Grant Application made to the Minnesota Department of Natural Resources.

Nelson - Are they talking here the .3 of a mile on the north side of the highway that links up to the south side? It seems like more than .3 of a mile

Ken – I think it's about .3

Nelson – they don't have the money do they?

Bresley – No, the legacy grant, we have a real good chance of getting that and that should pretty much cover it.

Is it any concern 'the city of walker...for a period no less than 20 years'?

Wilkening – we entered in to a similar agreement with Shingobee township.

Nelson – so we are maintaining that part to?

Wilkening – yes, we have already agreed to do that. It would be a continuation of that.

Roll Call: Ayes: Nelson, Moore, Bruns, McMurrin, Wilkening Nay: None

Motion passed (5-0)

10. **M/S Nelson/Moore** Discussion on the proposed 2013 Budget, attached in Exhibit A of Resolution 33-2012.

Wilkening – I think we're going to bring that down even a little bit further. It's a good solid budget that's been put together with the department heads and Terri and I think we can reduce it even further.

Bruns – back in the old days, I don't remember it being this low, ever.

Wilkening – we've had some capital projects in the past.

Bruns – I just hope we have everything covered.

Nelson – I just hope the public is not outraged at our attempt to reduce the levy.

Moore – do you have any additions or concerns you want to discuss?

Mitchell – not unless you have questions?

11. **M/S** Consider approval of Resolution 33-2012, a Resolution authorizing a proposed 2013 tax levy, collectible in 2013, and certifying the Truth and Taxation Meetings.

Roll Call: Ayes: Nelson, Moore, Bruns, McMurrin, Wilkening Nay: None

Motion passed (5-0)

12. **M/S Nelson/Moore** Consider approval to accept the resignation letter from Officer Jesse LeBlanc effective September 27, 2012.

Wilkening – what is the reasoning?

Tennis – He took a position at the St. Cloud VA and is moving to Sartell, MN.

Could I have the council's permission to discuss? It is quite the process to discuss advertising the position I'd like to address it as soon as possible.

Nelson – it would have to go to the Personnel committee.

Wilkening – I think we could do something today to send it to the personnel committee?

Motion passed: (5-0)

M/S Nelson/Moore Authorize the personnel committee to allow them to advertise for a police officer, if required, prior to the next meeting.

Motion passed: (5-0)

ECONOMIC DEVELOPMENT & LIQUOR STORE – Councilmember Moore

1. **M/S Moore/Wilkening** Consider approval of Walker Planning Commission/Board of Adjustments Meeting Minutes of July 30, 2012.
Motion passed (5-0)
2. **M/S Moore/Wilkening** - Consider approval of the recommendation by the Planning Commission to approve the rezoning of LU-2012-08, Nelson property to multi-family.
Roll Call: Ayes: Moore, McMurrin, Wilkening, Bruns Abstain: Nelson
Motion passed (4-0)
3. **M/S Moore/Wilkening** Consider recommendation of the Planning & Zoning Commission to call for a public hearing regarding the Conditional Use permit application LU-2012-10 to be held September 24th, 2012 at 6:05 pm at the Walker Fire Hall meeting room 701 Elm Street.
Motion passed (4-0) Abstain: Nelson

LIBRARY, PARKS & AIRPORT – Councilmember McMurrin

1. **M/S McMurrin/Wilkening** Review and file Walker Park Board meeting minutes of August 28, 2012.
2. **M/S McMurrin/Moore** Consider approval of the Park Board's recommendation for placement of Purple Martin House in the park.
Lange – where are they thinking about putting this?
McMurrin – I don't know?
Lange – will they work with us to put them in places that don't make it hard for mowing?
Motion passed (5-0)
3. **M/S McMurrin/Wilkening** Consider approval for the City Administrator and Mayor sign the conformed contract for the Arrival/Departure building and the notice to proceed.
Wilkening – when will we likely see it replace?
Bresley – we start demolition tomorrow or Wednesday. The building has been ordered. We'll find out in about 10 days of the exact delivery date. This time of year the plants are not that busy so we shouldn't have a problem. We'd like to see it within 30 days. What I need from the council is the contract signed and the authorization to proceed.
Motion passed (5-0)

PUBLIC WORKS, SAFETY & CEMETERY – Councilmember Wilkening

1. **M/S Wilkening/Moore** Consider approval to have the City Administrator send a letter to the Circle of Time Committee allowing for the completion of the current Circle and to not allow for the planting of flowers or lighting. The completion of the current Circle will be at no cost to the City.
Nelson – I can understand the lights, but why not the flowers?

Wilkening – they will cover the first year, and then they asked the city to cover it
Nelson – It said ‘...maintenance”

Moore – I think right now, this was our first year we had a difficult time getting funds for the rock garden. I don’t think we can afford to add more flowers. If there is a volunteer group or something that wants to commit, that’s fine. We have a rock garden. I don’t think we need flowers, the statues are beautiful.

Motion passed (4-1) Nay: Nelson

2. Review and discuss estimated project timeline for wastewater system improvements to serve Industrial Park.

Wilkening – in your packet, you’ll see the costs associated. If you notice in our budget portion from earlier today, there is a line item for construction costs for \$670k, of which we have an opportunity for deed grants for \$320k? It’s been eating at me what the cost is to do this. That’s why I didn’t make a motion to move forward with the timeline of the construction. We are talking about running some pipe, that’s no distribution once we get inside. That’s not water. We currently have 3 businesses hooked to our system that are utilizing about 9000.

Lange – we have about 57,000. We have our high days, but we are averaging 55-65. There are days we only use 1000 – 2000 gallons, especially on weekends. So when you average it all out, we are still below. A lot of the main push for this was MCPA sitting down and pushing us about our permit coming up.

Wilkening – and we had a high level of Nitrate showing up in our water

Lange – since we took care of our drain field and put the valves in, the nitrate went way down. We sent in samples a month and a half ago and we should be getting the results back soon. The highest we’ve been so far is 9,000 a day. He uses the water to cool the product and then drains it out the back side of his building. He’s been pumping about every 8 days.

Nelson – I’ll be a little more abrupt. \$600-700k dollars. When I asked what the assessments would be, none of this would be assessed. It is for four customers out there and they are not paying any cost for the improvement. You can add to the system that you have out there at a far smaller cost, if we had to do that. So at this time I am completely opposed to putting this line in to satisfy what was a perception at one time of the system we had in there. I think we need to reassess and make a plan for our future for our Industrial Park. I would like to make a motion that we stop this process and do not proceed and have the City Administrator contract Beltrami.

Wilkening – Terri would need to contact them

Nelson – the City Administrator’s job is to contact them and let them know what they are doing.

Moore – what was the promise made to the business by the City?

Bruns- it was before I got on board here. It was my understanding two previous mayors told them it would not be a good lot. Since we have gotten the permit extension for 5 years and we are under the 10,000 gallons we are ok.

Lange – their issue was because of the department of health saying our nitrate was high. We got on a program to monitor that. Since then, we’ve figured that out and our nitrate has gone way down. Terri & I sat down with MCPA and he said we’d have to do this to get our permit. Since we under 10,000 gallons a day, they didn’t want to approve it and extended our permit for another 5 years.

Wilkening – we're only at 5,000 gallons right now

Lange – right now the system is designed for 5,000. If we are to push it, we'd have to extend it.

Bruns – how long of a process is that?

Lange – we'd have to get a design

Wilkening – if we take ½ of that money, it is likely we'll be able to get it fixed and expand it. Still reduce the levy.

Bruns – we've got roughly 4 more years now

Nelson – we are not abandoning this, just examining it.

Wilkening – I think we are abandoning this approach. And as things go, we need to make sure those properties owners know we are not abandoning Industrial Park and we are willing to help them. The City made an obligation to them.

Lange – on the lot where that is designed, we should have the space to expand that drain field to different zones. Now that the valves have been installed, I can operate it, the way it's supposed to. We aren't at that capacity yet. We are at 3.5 – 4 now.

Jim – right now, he's not being included?

Lange – as long as we stay below 10,000 gallons a day we are fine, the state is okay with that.

Jim - Any idea in the difference in the flow from Next Innovations to peak production to much lower production now?

Lange - Three years ago, we are about the same as that. I don't know what their peak was? They changed their whole process because it was pretty detrimental to that drain field.

Jim – from our perspective, our projected numbers are they continue to be our actual numbers based on years of operation. We were fortunate enough to have a good history to go on. As we've talked over the years we've continued to be in that ball park.

Lange – starting this September, we put new controls in out at Next Innovations with an hour meter in there. And at your place, you've got two motors in yours, so I am going to start monitoring that more too. We've been going off the water usage you've been using. It's not all coming back, I'm sure.

Jim – we have a separate well for landscaping

Lange – it should still be pretty close. It was only 1500 to 2000 when it's just you guys operating.

Jim – if there is a less expensive, on-site solution, we can expand up to 10,000. What happens if we go over 10,000 gallons.

Wilkening – I'm not sure the on-site distribution can handle it. Just because we hook up the big pipe, we can't guarantee we have the water to fill it. I think we should look at ways that will allow us to do what we are doing out there safely and upgrade the entire system. Get water and sewer throughout the entire system and have some water users out there. This plan doesn't do it. It's an awful lot of money to accomplish very little.

Bruns – as far as the timing goes, we can add on to that sewer system by next spring, dealing with the county and have it hooked up before this project would be done. It would buy us some time. I know we are giving up free money, and that doesn't happen often.

Wilkening – if we are prudent, they will give it to us again.

Lange – there is a lot of things happening in 2017 that things can change.

Jim – our expansion of on-site apartments, we have talked about realistically our expansion of services in the industrial park would include the idea of separating parcels so that we weren't contiguous with our other parcel that gives us the ordinance, legislatively, allowing us to expand.

As the regulations state right now, we can't build any more licenses beds on our same or adjacent parcel.

Motion passed (5-0)

3. **M/S** Review and consider easement proposals for Industrial Park project.

Falls off the agenda because of item #2

Jim – the expansion of the ordinances of the 16 beds. We thought we had found the way around that. The maximum expansion would be 16 beds. It would be very similar to Stille Havn Hus, for planning purposes.

OTHER BUSINESS – Mayor Bruns

- Reminder of September 11th observance at 7:30 a.m. on the north lawn of the Cass County Courthouse.

Bruns – the Leech Lake Riders are coming to escort the fire trucks to the court house. I encourage everyone to come down and observe.

- Bresley - The 30 day figure is the figure we use to manufacture the building. The building won't be completed in 30 days.

ADJOURNMENT – Mayor Bruns

Mayor Bruns adjourned the Regular Scheduled Meeting at 6:53 p.m.

Scott Bruns, Mayor

Attest: _____
Terri Bjorklund, Administrator