

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, OCTOBER 2, 2017**

CALL TO ORDER –Mayor Shaw

- Mayor Jed Shaw called the regular scheduled meeting to order at 6:00p.m.
- Pledge of Allegiance
- Moment of silence for the Las Vegas tragedy
 - Council members present: McMurrin, Moore, Shaw, Senenfelder, Wilkening
 - Council members absent:
 - Others present during portions of the meeting included:

Terri Bjorklund, City Administrator	Pamela Smith, City Employee
Wayne Tennis, Chief of Police	Dean Morrill, Pilot Independent
Neil Lange, Public Works	Kristin Holly, Self
Mike Paulus, Cass County EDC	Cindy Wannarka, Chamber of Commerce
Travis Baker, Police	

CONSENT AGENDA-Mayor Shaw

M/S Moore/Senenfelder to approve the Consent Agenda Items 1 thru 10 as follows, waving the reading.

1. Approve Walker City Council regular and public hearing meeting minutes of September 11th, 2017.
2. Review and file draft of Walker Library Board Meeting Minutes of September 20th, 2017.
3. Review and file draft of Walker Park Advisory Board minutes of September 26th, 2017.
4. Review and file draft of the Walker Planning Commission Board of Adjustments regular meeting minutes of September 25th, 2017.
5. Review and file draft of Art & Culture Commission minutes of September 19th, 2017.
6. Review and file Walker Police Department Monthly Report.
7. Review and file Public Works Committee minutes of September 27th, 2017.
8. Review and file Walker Area Joint Fire Department Minutes of September 14th, 2017.
9. Approve Cash Balance Report as of August 31st, 2017.
10. Approve to pay Northern Engineering and Consulting Inc. Invoice number 2014-4711 in the amount of \$2,736.67 for the 2015-066 Cass County Hwy-5th Street project.
Motion passed (5-0)

SCHEDULED CITIZEN PRESENTATIONS –Mayor Shaw

- Mike Paulus, Executive Director for Cass County EDC updates on EDC activity; 2016-2017 operational year review
Paulus expresses his thanks for the financial support to the City of Walker. Paulus provides an overview of the operational year:
Eleven businesses engaged with through our Small Business Development Center contract. Thirty-eight jobs were created and \$795,000 in capital was raised. They

provided 112 hours of technical assistance to Walker area business entities with an estimated value of service provided in the amount of \$7,280. Additional highlights of operations included:

Potential expansion of a major employer, creation of a potential event center, worked with the City and County on the Ah-Gwah-Ching site, performed strategy mapping with Leech Lake Chamber of Commerce to work on workforce issue around Walker, involved in the 371 expansion conversation, attended planning meetings and financially supported the Leech Lake Area Chamber of Commerce job fair.

CITY STAFF COMMENTS – Administrator Terri Bjorklund

None.

PERSONNEL, BUDGET & ADMINISTRATION – Councilmember Senenfelder

1. **M/S Senenfelder/McMurrin** to approve of Claim #54286 to Claim #54394 including Voided Check Numbers 54313 and 54333 and bank drafts in the amount of \$181,589.06
Motion passed (5-0)
2. **M/S Senenfelder/Wilkening** to approve of Resolution 32-2017, a resolution accepting donations made to the City of Walker thru fiscal year 2017.
Roll Call: Ayes: McMurrin, Moore, Senenfelder, Shaw, Wilkening Nays: None
Motion passed (5-0)
3. **M/S Senenfelder/McMurrin** to approve of the request of the accounting department to transfer \$120,751 from the general checking account fund 101 to the following accounts:
 - \$2,867 from the general checking account fund 101 to the Building Capital Projects account fund 505.
 - \$12,384 to the Street Equipment Savings account.
 - \$90,000 to Street Capital Project checking account fund 500.
 - \$15,500 to Cemetery checking account fund 209.Motion passed (5-0)
4. **M/S Senenfelder/Wilkening** approve to review and file letter of resignation from Officer Heather Broughten, Walker Police Department as of September 13th, 2017.
Motion passed (5-0)
5. **M/S Senenfelder/McMurrin** to approve to hold the next regularly scheduled City Council meeting on the 3rd Thursday of October scheduled as October 19th, 2017 at 5:00 pm for council consideration to hire a DMV clerk.
Motion passed (5-0)
6. **M/S Senenfelder/Wilkening** to approve of Resolution 34-2017, a resolution to approve the establishment of a new savings account for the sewer PFA surcharge revenue.
Roll Call: Ayes: McMurrin, Moore, Senenfelder, Shaw, Wilkening Nays: None
Motion passed (5-0)

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

1. **M/S McMurrin/Wilkening** to approve Walker Planning Commission/Board of Adjustments Meeting Minutes of August 28th, 2017.
Motion passed (5-0)
2. **M/S McMurrin/Moore** to approve of the recommendation of the Planning Commission/Board of Adjustments to approve Conditional Use Permit LU-2017-02 for a freestanding sign with the following findings of fact and conditions;

Findings of Fact:

1. With implemented conditions, no soil erosion or possible pollution of public waters is likely as a result of the conditional use.
2. The visibility of structures and other facilities as viewed from public waters is not affected by the conditional use.
3. The site is serviced by adequate city water and sewer services. N/A to this request
4. The conditional use does not attract watercraft.
5. The Free Standing Sign is an allowable conditional use in this zoning district.
6. The use, with conditions imposed by the Planning Commission, is compatible with the surrounding neighborhood, in that there are other similar uses in the area.
7. The use, with conditions imposed by the Planning Commission, would not likely be injurious to the public health, safety, decency, order, comfort, convenience, appearance, or prosperity of the City.

Conditions:

1. Erosion control methods must be used during construction of sign.
2. The removal of vegetation will require replanting of the disturbed area and will be accomplished with best practices to control erosion.
3. Lighting of the sign shall not disturb the peace and tranquility of the neighborhood.
4. The proposed use must meet all other City ordinance requirements. Failure by the owner to act in reliance on a conditional use permit within six months or failure to complete the work under a conditional use permit within one year, unless extended by the Planning Commission, shall void the permit.

Motion passed (5-0)

3. **M/S McMurrin/Senefelder** to approve of the recommendation of the Planning Commission to approve Resolution 33-2017, a resolution calling for a public hearing to receive public comment on the proposed zoning reclassification.
Roll Call: Ayes: McMurrin, Moore, Senefelder, Shaw, Wilkening Nays: None
Motion passed (5-0)
4. **M/S McMurrin/Moore** to approve of the Library Board minutes of August 16th, 2017.
Motion passed (5-0)
5. **M/S McMurrin/Moore** to approve of the request from the Library Board to replace 3 computers.

Wilkening stated that they have a replacement plan with the Library. McMurrin adds that they are doing a gradual replacement. Bjorklund stated that there is some money in the automated repair and replacement fund. I know there isn't enough in that fund to replace them all.

Bjorklund states that they buy them through Kitchigami because they have to be specific computers with specific software to operate at the Library.

Motion passed (5-0)

PARKS /AMBULANCE BOARD/ARTS AND CULTURAL COMMISSION– Councilmember Moore

1. **M/S Moore/Senefelder** to approve of the Walker Park Advisory Board meeting minutes of August 22nd, 2017.

Motion passed (5-0)

2. **M/S Moore/McMurrin** to approve of the request of the Arts & Culture Commission to consider dissolving the Arts & Culture Commission and move forward with repealing Ordinance 2017-01 'AN ORDINANCE ADDING ARTS AND CULTURE COMMISSION'.

Wilkening questioned what steps they have to take for repealing this. Bjorklund answered, you need 10 days notification along with an Ordinance repealing that Ordinance. Wilkening questioned if they would do that at the next council meeting on the 19th. Bjorklund stated that was correct.

Motion passed (5-0)

3. **M/S Moore/Wilkening** to approve of the request of the Arts & Culture Commission to issue a check to the Walker Area Foundation in the amount of \$12,025.11; the remainder of the donated funds in the Art & Culture Fund 108.

Motion passed (5-0)

PUBLIC WORKS, SAFETY & CEMETERY – Councilmember Wilkening

1. **M/S Wilkening/Senefelder** to approve of the request of the Public Works Committee for Neil Lange to attend the Northwest District Water Operators School in Bemidji, MN October 24th- 26th, 2017; at a cost of \$140 plus wages and meals.

Motion passed (5-0)

2. **M/S Wilkening/McMurrin** to approve of the recommendation of the Public Works Committee to send all Public Works staff members to safety training in Backus on October 11th, 2017 at a cost of \$50 per attendee.

Motion passed (5-0)

OTHER BUSINESS –Mayor Jed Shaw

- Elected and Senior Officials are invited to attend an Emergency Management Training on Thursday, October 12th, 2017 from 10 a.m. to noon.
- Community members are invited to attend the presentation about the challenges of substance abuse and how we can come together as community members to better address this issue
- The Public Works department will be flushing hydrants the 3rd week of October.

MEETING CLOSED TO PUBLIC–Mayor Jed Shaw

The regular meeting closed at 6:14 p.m. under the exception to the open meeting law in order for the city to have confidential discussion regarding a land acquisition.

The closed portion of the meeting was opened at 6:15 p.m. and closed at 6:36 p.m. The regular portion of the meeting was reopened at 6:36 p.m.

ADJOURNMENT-Mayor Jed Shaw

Mayor Shaw adjourned the regularly scheduled meeting at 6:36 p.m.

Jed Shaw, Mayor

Attest: _____
Terri Bjorklund, Administrator