

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
Monday November 5, 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, Wilkening
 - Council members absent: McMurrin
 - Others present during portions of the meeting included:

Pamela Smith, City Employee	Wayne Tennis, Police Chief
Terri Bjorklund, City Administrator	Neil Lange, Public Works Director
Dean Morrill, Pilot Independent	John Valen, City Attorney
Ken Bresley, Airport Commissioner	Lee Turney
Gary Kennedy	Connie Kennedy

CONSENT AGENDA

M/S Moore/Wilkening to approve the Consent Agenda Items 1 thru 8 as follows, waving the reading

1. Approve Walker City Council Regular Meeting Minutes of October 1, 2012.
2. Approve Cash Balance Report as of September 30, 2012.
3. Review and file draft Walker Planning Commission's/Board of Adjustments meeting minutes of October 29, 2012.
4. Review and file September 2012 monthly zoning report.
5. Review and file Cass County Economic Development report.
6. Approve payment, from donated funds, estimate number 1 regarding project number 3-27-0151-08-12 from the Department of Transportation Office of Aeronautics for Arrival/Departure Building in the amount of \$107,008.
7. Approve payment of invoice 260895 from SEH for SWPPP Preparation in the amount of \$4,000.
8. Approve payment of invoice WK2012-2 from Kitchigami Regional Library for the 2nd half of the 2012 Levy in the amount of \$5339.50

Motion passed (4-0)

SCHEDULED CITIZEN PRESENTATIONS – Mayor Bruns

Lee Turney and Gary Kennedy – presentation to Police & Fire departments
Gary Kennedy and Lee Turney, representing the Legion Riders Club presented Certificates of Appreciation Awards to the Walker Police Department and Walker Fire Department. The awards were accepted by Wayne Tennis representing the Walker Police and Scott Bruns representing the Walker Fire Department. Expressions of gratitude for the Awards were expressed from both Wayne Tennis and Scott Bruns.

Bruns-I just have to say what a nice observance it is to have the Legion Riders lead the Fire Trucks.

➤ Ken Bresley – Airport update

Bresley-The arrival/departure building is here. We have it parked out at Village Homes. We plan on setting it up at first light around 7:30-8:00am.

City Staff Comments – Administrator Terri Bjorklund

Bjorklund-Meghan Compton has accepted a job in Detroit Lakes. Her last day was last Friday. Bjorklund also explained that initially Pam Smith was to be trained by Meghan for the accounting clerk position, while Meghan was going to be absent for medical leave and so it was logical that Pam Smith continue with the accounting clerk position.

Bruns-Meghan did a nice job here, she will be missed.

The council agreed with Bruns' statement.

Personnel, Budget & Administration – Councilmember Nelson

1. **M/S Nelson/ Wilkening** Consider approval of Claim #47206 to Claim #47232, Claim #47235 to Claim #47290, Claim #47292 to Claim #47338 and bank drafts in the amount of \$151,297.08.

Motion passed (4-0)

2. **M/S Nelson/Moore** Consider approval of the resignation of Meghan Compton as of November 2, 2012.

Motion passed (4-0)

3. **M/S Nelson/Wilkening** Consider approval to hire Pam Smith for the Receptionist/Accounting Clerk at a pay rate of \$10.00 an hour for 40 hours a week. Upon the successful completion of a 60 day training period, a pay increase to \$11.00 per hour.

Motion passed (4-0)

4. **M/S Nelson/Wilkening** Consider approval to hire Justin Knowles for the part-time Police Officer position (28-30 hours per pay period) at the union contract rate of \$17.21 an hour and contingent upon successful background check.

Motion passed (4-0)

It was discussed by the board on whether or not that this position is to replace Jesse LeBlanc's position or, to be added as a new position. It was determined that Jesse LeBlanc's position was full time and that this position is part time. Bruns also talked briefly on how the full time vs. part time position may change after the outcome of the voting on the levy at the school regarding funding to pay for a propane tank and an officer at the school.

5. **M/S Nelson/Moore** Consider approval to hire Melanee Pendzimas for the 32 hour per week DMV Clerk position at the rate of \$9.50 per hour. Upon the successful completion of the 6 month probationary period, a pay increase of 3%.

Motion passed (4-0)

Nelson-Is the effective date of the 6 month probationary period from the start date or the hire date?

Bjorklund- from the start date.

Nelson- and Melanees will be the start date and Pams will be today?

Bjorklund-That is correct.

6. **M/S Nelson/Wilkening**-Consider request of the Walker Area Community Center for support of the outdoor ice rink in the amount of \$3,500 and the cost of water for flooding the rink.

Motion passed (4-0)

Wilkening-Does this come out the liquor store fund or the general fund?

Nelson-Where'd it come from in the past?

Discussion continued to include if it the \$7.00 cost per person was for the 500 people estimate or was it from repeat rink users using the outdoor rink more than once.

Bruns-How much water does it use?

Neil-They used 15,000 gallons last year. But they had a hard time with it because of the mild winter we had last year.

Wilkening-Ultimately this should be a long term goal for us. The City should support a location that is seen by the public.

Nelson-I support it too but ultimately I'd like to know how many people are benefiting from this. Is it less than 100 people or more?

Economic Development & Liquor Store – Councilmember Moore

1. **M/S Moore/Nelson**-Consider approval of Walker Planning Commission/Board of Adjustments Meeting Minutes of September 24, 2012.

Motion passed (4-0)

2. **M/S Moore/Gary**-Consider approval of the Planning Commission's request to table LU-2012-11 variance and conditional use request for further review and to include an extension (on the 60 day time period).

Motion passed (4-0)

Wilkening-just a clarification this is about the sign from Holiday and that they may change the location of where it's at.

Library, Parks & Airport – Councilmember McMurrin

1. **Moore/Wilkening**-Review and file Walker Park Board meeting of October 23, 2012.
Motion passed (4-0)

2. **M/S Moore/Wilkening**-Consider approval to go out for bids on a 32'Octagon Park Shelter "Gazebo" enabling the Park Board to have a cost for the project, in order to secure funding.

Wilkening-so Terri, if we go out for bids, are we there by saying that we will build this? Is this committing us to build this?

Nelson-we needed to at least get an estimated if my memory serves me right.

Wilkening-agree

Wilkening –that’s why I second this for discussion.

Moore-in the book is the drawing. They (Park Board) want approval to get bids so they can decide to move on with this.

Bruns-in past years we talked about putting bathrooms with an enclosed building.

Wilkening-my question still stands; are we approving this?

Nelson-are we looking for quotes?

Bjorklund-all bids we send out say we have the right to reject all bids.

Valen-you really need to find what the wording of quote actually means.

They went onto discuss that they should clarify when speaking to the contractor to get the estimated bids, as to not lead the contractor into thinking it was something else.

Wilkening-so that’s something the park board can do without our approval?

Nelson-Carl Berg is on the funding committee he could at least get the bids.

Moore-I like the idea of park bathrooms.

Nelson-that would change the dollar amount.

Bjorklund-we do have one estimate at this time.

Neil-are there designs that they go off of?

Nelson-I see that there are pictures but not a material list or price here.

Bjorklund- This is to go where the burn base was.

Moore-This is the reason for taking down the burn base, so that we could replace it with something beautiful.

It was requested that the City Administration work with the Park Board to create a bid sheet and talk with contractors to get a cost estimate.

Motion passed (4-0)

3. **M/S McMurrin/Wilkening**-Consider approval of the request of the Park Board to expend \$1759.65 plus tax to repair docks.

Motion passed (4-0)

4. **M/S McMurrin/Nelson**-Consider approval of resignation of Renee LeBlanc from the Library Board effective September 27, 2012.

Motion passed (4-0)

5. **M/S McMurrin/Wilkening**-Consider approval of Natalie Faust to become a member of the Library Board.

Motion passed (4-0)

Public Works and Safety & Cemetery – Councilmember Wilkening

1. **M/S Wilkening/Nelson** Discussion and action, if needed, on appropriate intersection traffic control devices.

Motion passed (4-0) Motioned to table with further discussion.

Wilkening-Jeff was scheduled to show but didn’t and basically its the long run south bound on 5th street without speed bumps or stop sign.

Nelson-Jeff wants one at Park Street because of people who speed up the hill there.

His primary concern is the safety of his kids.

Wilkening-get a committee together, I want to know what the rest of the neighborhoods opinion on this is.

Moore mentioned maybe using the slow children at play crossing sign by her house that could be used at that intersection instead.

Neil-The information that I got actually said that putting a stop sign there would actually speed up traffic.

2. Report by Wilkening- the field review done by Public Works this month.
Motion passed (4-0)

Other Business – Mayor Bruns

- Canvas election results November 15th at 5:00pm.
- Discussion and action on letter regarding realignment, widening and construction of a tunnel under highway 371

A letter from the City of Walker will be sent to Carolyn Upton District Ranger for Chippewa National Forest Walker Ranger District for support of this project.

Adjournment – Mayor Bruns

Mayor Bruns adjourned the Regular Scheduled Meeting at 6:49p.m.

Scott Bruns, Mayor

Attest: _____
Terri Bjorklund, Administrator