

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, NOVEMBER 4, 2019**

CALL TO ORDER –Mayor Shaw

- Mayor Jed Shaw called the regular scheduled meeting to order at 6:00p.m.
- Pledge of Allegiance
 - Council members present: Hansen, Moore, Senenfelder, Shaw and Wilkening
 - Council members absent:
 - Others present during portions of the meeting included:

Terri Bjorklund, City Administrator
Dean Morrill, Pilot Independent
Chris Carlson, Ulteig
John Valen, City Attorney
Kathy Ostlund, Self
Marilyn Millard, Self
Jimmy Vareberg, Self
Josh Caims, Self
Joel Mensch, Self
Frank Orton, Self
Emily Lafond, Self
Joe Sawyer, Self

Pamela Smith, City Employee
Mike Ridlon, Public Works Director
Wayne Tennis, Chief of Police
Tim Orton, Self
Marge Reinke, Self
Tannis Beadle, Self
Larry Reis, Self
Chad Zabasnik, Self
Jon Knowles, Self
Chris Lafond, Self
Jon Stewart, Self
Pat Woods, Self

CONSENT AGENDA-Mayor Shaw

M/S Wilkening/Hansen to approve the Consent Agenda Items 1 thru 14 as follows waving the reading.

1. Approve Walker City Council regular meeting minutes of October 7th, 2019.
2. Walker Planning Commission/Board of Adjustments regular meeting of October 28th, 2019 was cancelled due to quorum unavailable.
3. Review Walker Public Library Board meeting minutes of October 16th, 2019.
4. Park Advisory Board meeting of October 22nd, 2019 canceled due to lack of business; next meeting November 26th, 2019.
5. Review and file Walker Police Department Monthly Report.
6. Review and file Public Works Committee meeting minutes of October 31st, 2019.
7. Review and file Walker Area Joint Fire Department Minutes of October 10th, 2019.
8. Approve Cash Balance Report as of September 30th, 2019.
9. Approve payment to Andrews Plumbing and Heating Inc. for emergency liquor store furnace replacement in the amount of \$3,250 includes sales tax.
10. Approve payment to Kitchigami Regional Library for the 2nd half of the 2019 Levy in the amount of \$7,355.50.
11. Approve payment of invoice 374393 in the amount of \$7,470.00 to SEH for Walker Municipal Airport Master Plan with Airport Layout Plan.

12. Approve payment of invoice 374387 in the amount of \$17,500.00 to SEH for Walker Municipal Airport Access Road & Parking Lot Rehabilitation Construction Administration/Observation Phase.
 13. Approve the addition of number nine under Personnel, Budget and Administration; consider approval of SEH Application for payment in the amount of \$95,342.41 for the Access Road and Parking Lot Rehabilitation.
 14. Approve the addition of number ten under Personnel, Budget and Administration; Resolution 45-2019, a resolution assessing the deferred special assessment for the 2016 South Side and Fifth Street North Utility and Street Improvement Project Walker, Minnesota.
- Motion passed (5-0)

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PUBLIC MEETING MINUTES
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MONDAY, NOVEMBER 4, 2019**

CALL TO ORDER –Mayor Shaw

- Mayor Jed Shaw called the regular scheduled meeting to order at 6:01p.m.
 - Council members present: Hansen, Moore, Senenfelder, Shaw and Wilkening
 - Council members absent:
 - Others present during portions of the meeting included:

Terri Bjorklund, City Administrator	Pamela Smith, City Employee
Dean Morrill, Pilot Independent	Mike Ridlon, Public Works Director
Chris Carlson, Ulteig	Wayne Tennis, Chief of Police
John Valen, City Attorney	Tim Orton, Self
Kathy Ostlund, Self	Marge Reinke, Self
Marilyn Millard, Self	Tannis Beadle, Self
Jimmy Vareberg, Self	Larry Reis, Self
Josh Caims, Self	Chad Zabasnik, Self
Joel Mensch, Self	Jon Knowles, Self
Frank Orton, Self	Chris Lafond, Self
Emily Lafond, Self	Jon Stewart, Self
Joe Sawyer, Self	Pat Woods, Self

PUBLIC HEARING-Mayor Shaw

Public hearing to hear public comment in regards to the feasibility report received by council on September 10th, 2018

Public hearing opened at 6:01 p.m.

Kris Carlson reviews the meeting agenda prepared by Ulteig.

He explained that this is the second hearing on this project; along the way a few things have changed. He stated that the purpose of the public hearing is to inform property owners of the proposed project. It is also to follow Minnesota Statute 429-procedure for assessing improvements and gain public comments and input. He explained the first public hearing was in December of last year. Carlson pointed out the project location map

stating that the area in red included the project area. Carlson stated the project need of the sanitary sewer system is that they are parts of the City's original sanitary sewer system. It is over 50 years old VCP with multiple deficiencies. The multiple deficiencies include major pipe sags, cracked and failing pipe, root intrusion and mineral build up, infiltration and inflow and inadequate pipe slopes. The project need for the watermain is that segments are over 50 years old and they are cast iron pipe which contain multiple deficiencies. Based on historical data, some of the piping may be 4" CIP, which does not meet MN Department of Health size requirements; also based on the age, some of watermain and service laterals may contain lead in joints or within the pipe itself. Carlson points out an area of Railroad Street shown and states the project need for streets is general pavement distress that includes potholes and cracking. He added as part of the street improvements we will also look at improving the storm sewer drainage that has currently low quality poor drainage. Carlson points out the map that includes the proposed sanitary sewer and water main improvements as well as the street and storm sewer improvements. The project estimated costs total \$4,496,000. The project financing will be financed through a combination of the following: PFA, Clean Water Revolving Fund, Drinking Water Revolving Fund, WIF grant, Cass County, City Funds and special assessments. Carlson reviews the map of project financing of PFA eligible costs. Carlson stressed that they will not have final PFA grant numbers until after they have received bids. Carlson explained the project financing section pointing out the total cost of \$4,496,00 but after factoring in all the grants and contributions the total assessable costs is down to \$2,559,706. Carlson reviews the project financing and the percentage of assessable costs and the estimated cost sharing. He covers the assessment rates noting that it is based on the assessment methodology outlined above; a benefitting property with 100' of assessable frontage receiving all of the improvements will see an estimated assessment of \$17,200. Carlson stated that assessable footage determination for rectangular interior lots is equal to the width of the parcel abutting the improvement, irregularly shaped interior lots assessable footage is equal to the average width of the parcel and corner lots assessable footage is equal to the smaller of the two sides, regardless of the side the improvement is being made. He points out the assessable footage determination and shows the assessment example. Carlson covers the estimated project schedule with final completion July 2021.

Carlson reads a letter that was received from Mr. Gusts. Gusts questioned how the project will extend in 7th and Cleveland; the letter explains that he just had the sewer line and curb and gutter replaced. He would like to know if it will be damaged in the project and are the costs and assessment fees available.

Carlson explained that he would do some research and find out an answer to his question. Public-What is the potential of the grant?

Carlson-We have already been approved.

The public questioned natural gas. The Council stated that it would be working that into this project.

Public-Are you going to start on the East side.

Carlson-Yes.

Public-Questioned if they would have to dig through Park Estates to replace the sewer.

Carlson-We will be rerouting the sewer around and out to public right of way.

The public questioned PFA funding and why some was covered and some wasn't.

Carlson explained that PFA covers water and sewer.
Public questioned how much sidewalk they would have to pay for.
Carlson stated however much would abut up to their property.
Public questioned if a portion of the contribution would come from the sales tax.
Mayor Shaw stated it is.
Bjorklund clarified that draft proposal is \$1,000,000 out of the local sales tax fund.
Carlson added that the assessments on the City property total \$314,033 and the City would contribute an additional \$685,000 towards the principal buy down on the Streets.
Public is concerned that the City is not reducing the overall burden by using the sales tax money towards paying towards the project and only reducing.
The Council explains that they may use more out of sales tax money and that using the sales tax money would benefit all the residents so they would not have to increase the levy.
It is clarified that the sidewalk is going on Cleveland on the side it currently is.
Public questioned more about the service on Cleveland and the possibility of needing to hookup to the water and sewer.
Carlson explained that in that area they may have to do some investigating and that it is hard to say in that area and may find something when they dig into it.
Public questioned the start date.
Carlson explained that once they get a little closer to the timeline and the phasing meetings he will have a better start date and some phasing time lines. At this time it is looking like June of 2020 for a start date.

Public hearing closed at 6:34 p.m.

SCHEDULED CITIZENS PRESENTATION –Mayor Shaw

None.

CITY STAFF COMMENTS – Administrator Terri Bjorklund

- Special Election November 5th, 2019; voting begins at 7am and ends at 8pm at the Walker Fire Hall.

SCHOOL DISTRICT QUESTION 1 (ISD #113)

Capital Project Levy for District Vehicle Replacement and Technology

The board of Independent School District 113 (Walker-Hackensack-Akeley), Minnesota has proposed a capital project levy authorization in the amount of 0.979% times the net tax capacity of the school district to provide funds for the acquisition and installation of technology and the replacement of school district vehicles, including school buses. The proposed capital project levy authorization will raise approximately \$200,000 in the first year it is to be levied, 2019, for taxes payable in 2020, and would be authorized for ten (10) years. The estimated total cost of the projects to be funded over that time period is approximately \$2,000,000. The projects to be funded have received a positive review and comment from the Commissioner of Education. BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE VOTING FOR A PROPERTY TAX INCREASE.

Bjorklund announced that she would like to recognize that Wayne Tennis will be starting his 30th year at Walker and the Council thanks him.

PERSONNEL, BUDGET & ADMINISTRATION – Councilmember Senenfelder

1. **M/S Senenfelder/Moore** to approve of Claim #57150 to Claim #57278 including Voided Check Numbers 57167, 57168, 57169, 57178, 57194, 57195, 57243, 57244, 57245 and bank drafts in the amount of \$163,335.59
Motion passed (5-0)
2. **M/S Senenfelder/Hansen** to approve of the following donation distributions of \$1,000 to the Walker Community Center for outdoor lighting and \$4,000 for the Outdoor Skating Rink Maintenance and Operations for 2019-2020 Skating Season with the Hockey program providing the remainder of funding.
Motion passed (5-0)
3. **M/S Senenfelder/Moore** to approve of the setting of the following holiday hours:
 - Tuesday December 24th, 2019 City Hall will close at 1:00 p.m.
 - Tuesday December 24th, 2019 Walker Bay Spirits will close at 4:00 p.m.
 - Wednesday December 25, 2019 all City offices and businesses will be closed
 - Wednesday January 1st, 2020 all City offices and businesses will be closed.Motion passed (5-0)
4. **M/S Senenfelder/Moore** to approve of Jay Carrols salary increase of \$1.00 per hour Jay has passed his Class D Water Certification as approved by the City Council upon hire.
Motion passed (5-0)
5. **M/S Senenfelder/Hansen** to approve to pay invoice SW050327828 from Ziegler Cat Power Systems in the amount of \$3,637.44 for the repair of the Water Plant generator.
Motion passed (5-0)
6. **M/S Senenfelder /Moore** to approve to pay Invoice from Briggs in the amount of \$2,750 for professional services rendered with regard to the following matter: TIF District #2-16 (Redevelopment)
Motion passed (5-0)
7. **M/S Senenfelder /Hansen** to approve to pay annual membership dues to Cass County Economic Development Corporation in the amount of \$1,575.00 for the Key Partner level. (2018 & 2019 contribution level was \$1,575.00)
Motion passed (5-0)
8. **M/S Senenfelder/Moore** to approve to have the Administrator work with the City Attorney and MN DOT to request a conveyance of access points on 371 moving the current Onigum access point to the planned Tower Avenue connecting to 371.
Wilkening questioned if we are retaining the ROW?
Senenfelder stated it would be ROW to a private drive.
Wilkening clarified the Onigum is a legal access point that the City has ROW to. Tower does not exist. The actual tower access point when we close Onigum would it become the City's ROW?
Bjorklund will confirm that.
Motion passed (5-0)
9. **M/S Senenfelder/Moore** to approve of SEH Application for payment in the amount of \$95,342.41 for the Access Road and Parking Lot Rehabilitation.
Motion passed (5-0)

10. **M/S Senenfelder/Wilkening** to approve of Resolution 45-2019, a resolution assessing the deferred special assessment for the 2016 South Side and Fifth Street North Utility and Street Improvement Project Walker, Minnesota and amending the resolution to have the assessment amount due.

Wilkening questioned if they still have over the planned period of time to pay.

Bjorklund stated that if they choose to; the planned period of time.

Roll Call: Ayes: Hansen, Moore, Senenfelder, Shaw, Wilkening Nays: None

Motion passed (5-0)

**ECONOMIC DEVELOPMENT/LIQUOR STORE/AIRPORT/LIBRARY –
Councilor Hansen**

1. **M/S Hansen/Moore** to approve of the recommendation of the Planning Commission Board of Adjustments to approve Ordinance 2019-09, a zoning reclassification from Traditional Residential to Transitional Commercial.

Roll Call: Ayes: Hansen, Moore, Senenfelder, Shaw, Wilkening Nays: None

Motion passed (5-0)

2. **M/S Hansen/Senenfelder** to approve of the recommendation of the Planning Commission Board of Adjustments to approve Resolution 42-2019, a resolution authorizing summary publication of Ordinance 2019-09, an Ordinance changing the zoning classification from Traditional Residential to Transitional Commercial.

Roll Call: Ayes: Hansen, Moore, Senenfelder, Shaw, Wilkening Nays: None

Motion passed (5-0)

3. **M/S Hansen/Moore** to approve of the recommendation of the Planning Commission Board of Adjustments to approve Resolution 43-2019, a resolution calling for a public hearing to receive public comment on the proposed adoption of Ordinance 2019-06, an Ordinance adding Tiny Homes Subdivision to the Walker City Code.

Roll Call: Ayes: Hansen, Moore, Senenfelder, Shaw, Wilkening Nays: None

Motion passed (5-0)

**PARKS/AMBULANCE BOARD–Councilmember Moore
None.**

PUBLIC WORKS, SAFETY & CEMETERY – Councilmember Wilkening

1. **M/S Wilkening/Moore** to approve of the recommendation of the public works committee to approve Resolution 44-2019, a resolution receiving the feasibility report on improvement and calling hearing on improvement.

Roll Call: Ayes: Hansen, Moore, Senenfelder, Shaw, Wilkening Nays: None

Motion passed (5-0)

OTHER BUSINESS –Mayor Shaw

- City offices and DMV will be closed on Monday November 11th, 2019 in observance of Veterans Day and Thursday November 28th and Friday November 29th, 2019 for Thanksgiving.
- Walker Bay Spirits will be closed on Thursday November 28th, 2019 for Thanksgiving.
- Reminder Truth-in-Taxation meeting to hear public comment will take place at the December 2nd, 2019 meeting at 6:00 p.m. at the Walker Fire Hall.

ADJOURNMENT-Mayor Jed Shaw

Mayor Shaw adjourns the meeting at 6:47p.m.

Jed Shaw, Mayor

Attest: _____
Terri Bjorklund, Administrator