

**WALKER CITY COUNCIL  
REGULAR MEETING MINUTES  
WALKER FIRE HALL MEETING ROOM  
MONDAY, NOVEMBER 6, 2017**

**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: Moore, Shaw, Senenfelder, Wilkening
  - Council members absent: McMurrin
  - Others present during portions of the meeting included:

Terri Bjorklund, City Administrator  
Wayne Tennis, Chief of Police  
John Valen, City Attorney  
Otto Ringle, Self

Pamela Smith, City Employee  
Dean Morrill, Pilot Independent  
Cindy Wannarka, Chamber of Commerce  
Bruce Beckley, Self

**CONSENT AGENDA-Mayor Shaw**

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

1. Approve Walker City Council regular meeting minutes of October 19<sup>th</sup>, 2017.
2. Review and file draft of Walker Park Advisory Board minutes of October 24<sup>th</sup>, 2017.
3. Review and file draft of Leech Lake Area Arts & Culture Alliance minutes of October 5<sup>th</sup>, 2017.
4. Review and file draft of the Walker Planning Commission Board of Adjustments regular meeting minutes of October 30<sup>th</sup>, 2017.
5. Review and file September Zoning Administrator report.
6. Review and file Land Use Calendar application deadlines and meeting dates for 2018.
7. Review and file Walker Police Department Monthly Report.
8. Review and file Public Works Committee minutes of October 18<sup>th</sup>, 2017.
9. Review and file Walker Area Joint Fire Department Minutes of October 12, 2017.
10. Approve payment to Kitchigami Regional Library for the 2nd half of the 2017 Levy in the amount of \$7,355.50.
11. Review and file official termination letter from Minnesota Employment and Economic Development regarding the dissolution of MIF grant award for Pressing Midnight, LLC. dba F.O.G. Firearms & Cartridge Co.  
Motion passed (4-0)

**SCHEDULED CITIZEN PRESENTATIONS –Mayor Shaw**

None.

**CITY STAFF COMMENTS – Administrator Terri Bjorklund**

None.

**PERSONNEL, BUDGET & ADMINISTRATION – Councilmember Senenfelder**

1. **M/S Senenfelder/Wilkening** to approve of Claim #54395 to Claim #54516 including Voided Check Numbers 54447, 54448 and 54486. And bank drafts in the amount of \$185,078.13

Motion passed (4-0)

2. **M/S Senenfelder/Moore** to approve of Resolution 37-2017, a resolution calling for a public hearing to receive public comment on the proposed adoption of Ordinance 2017-07, an Ordinance to update the fee schedule.

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

Absent: McMurrin

Motion passed (4-0)

3. **M/S Senenfelder/Wilkening** to approve to enter into an agreement with the Minnesota Department Revenue for Collection of a local sales tax

Motion passed (4-0)

4. **M/S Senenfelder/Moore** to approve of the following staff positions to take the required disclosure training for the Local Sales Tax, Administrator/Clerk-Treasure, Deputy Clerk and Accounts Receivable Clerk.

Bjorklund suggested that members of the budget and finance committee should also take the training. The Board agreed with the suggestion.

Motion passed (4-0)

5. **M/S Senenfelder/Wilkening** to approve of the recommendation from the Police Department to approve the following Policies:

- Policy Order No. 5, Impartial Policing
- Policy Order No. 10, Orders and Personal Conduct
- Policy Order No. 16, Allegations of Misconduct
- Policy Order No. 21, Supervision of Part-Time Officers
- Policy Order No. 22, Use of Force
- Policy Order No. 24, Operation of City Squads and Vehicles
- Policy Order No. 29, Pursuit and Emergency Vehicle Operation Policy/Stop Sticks
- Policy Order No. 33, Response to Domestic Abuse and/or Violence
- Policy Order No. 36, response to Criminal Incidents on School Buses
- Policy Order No. 37, Response to Reports of Missing and Endangered Children
- Policy Order No. 40, Predatory Offender
- Policy Order No. 42, Procession of Property Seized for Admin Forfeiture

The Board questioned if this is something required by statute. Chief Tennis stated that they are revisiting polies that haven't been revised since 2006. This is standard compliance.

Motion passed (4-0)

6. **M/S Senenfelder/Wilkening** to approve of the Municipal Liquor Store hours of operation on Sunday December 24, 2017 of 11am to 3pm.  
 Wilkening questioned how the liquor store was doing with Sunday's.  
 Bjorklund stated that the Sunday before last was slow however; last Sunday was an exceptionally good day. Bjorklund added that they should run it for a year and then evaluate the progress.  
 Motion passed (4-0)
7. **M/S Senenfelder/Moore** to approve of Terri Bjorklund to attend the Greater Minnesota Business Development Public Infrastructure Grant Program on Friday December 1<sup>st</sup>, 2017 in Bemidji, MN at a cost of mileage and wages.  
 Motion passed (4-0)
8. **M/S Senenfelder/Wilkening** to approve of the recommendation of the personnel committee to hire North State Inspection LLC as the City's official Building Inspector at the monthly retainer fee of \$500.00, plan review services at 65% of the permit fee and North State Inspection retaining 75% of the permit fee per the fee schedule.  
 Wilkening stated that he is glad to see it will be local.  
 Motion passed (4-0)
9. **M/S Senenfelder/Wilkening** to approve to purchase a desk and file cabinet for City Hall from Lampert's Cabinets, Inc. in the amount of \$4,610.00  
 Moore questioned the different prices. Bjorklund clarified the different columns are added together. The Board agrees that it is good quality and is consistent with what is currently there.  
 Motion passed (4-0)

**ECONOMIC DEVELOPMENT/LIQUOR STORE/AIRPORT/LIBRARY –Mayor Shaw**

1. **M/S Shaw/Wilkening** to approve of Walker Planning Commission/Board of Adjustments Meeting Minutes of September 25<sup>th</sup>, 2017.  
 Motion passed (4-0)
2. **M/S Shaw/Wilkening** to approve of the recommendation of the Planning Commission/Board of Adjustments to approve Resolution 38-2017, a resolution approving the zoning reclassification from INDUSTRIAL TO PUBLIC and a zoning reclassification from INDUSTRIAL TO RURAL RESIDENTIAL.  
 Wilkening stated that during the public hearing the request was brought up to consider an additional entrance, adding that it might make those lots more accessible and/or more desirable. This is not something you have to act on tonight, it is something to consider.  
 Roll Call: Ayes: Moore, Senenfelder, Shaw, Wilkening                      Nays: None  
 Absent: McMurrin  
 Motion passed (4-0)

3. **M/S Shaw/Wilkening** to approve of the recommendation of the Planning Commission/Board of Adjustments to sell 14 City owned lots in the Industrial Park by;

- Appointing a real estate agent not affiliated with the City to market and sell the 14 city owned lots zoned as Rural Residential; having the Administrator work with the Agent.
- Requiring a two-year building contingency on each lot sold.

Senenfelder questioned if this would allow someone to buy multiple lots and combine them to have more acreage but only put one house on the property.

Wilkening stated that their main reason for doing this is to increase the taxable value in the City. Valen states that the City is not adopting these as a covenant that you are going to record. They are guidelines. Senenfelder questioned the contingency of the two-year to build time-frame. Valen stated that it is a guideline for you to follow and you are not bound by that.

Motion passed (4-0)

4. **M/S Shaw/Moore** to approve of the appointment of Mary Johnson to the Library Board.

Senenfelder questioned if the Library Board was full yet. Bjorklund responded that it was.

Motion passed (4-0)

5. **M/S Shaw/Senenfelder** to approve of the 2018 Airport Capital Improvement Project List for submission to MNDOT.

Motion passed (4-0)

#### **PARKS /AMBULANCE BOARD–Councilmember Moore**

1. **M/S Moore/Senenfelder** to approve of the Walker Park Advisory Board meeting minutes of September 26<sup>th</sup>, 2017.

Motion passed (4-0)

2. **M/S Moore/Senenfelder** to approve to allow Leech Lake Area Arts & Culture Alliance to start building the pavilion behind City Hall in the rock garden.

Bjorklund stated that she believes it works where they laid the ground cover and notes that they may have to limbs some trees. Shaw questioned the funding for this project. Wilkening stated that they are two-thirds of the way done with fundraising and are expected to be done with the rest by spring. Char adds that after speaking with Mark Sylstad, Walker Area Foundation President, there is a grant available for this. Char states that they have raised \$17,875 so far. Char added that she would feel comfortable if they could raise another \$3,000.

Motion passed (4-0)

3. Discussion on proposed use maintenance of music pavilion.

Char explains a bit of the proposed use of the pavilion. Ringle questioned how the lighthouse reservations were handled. Bjorklund explains the process noting that city staff handles the requests. Ringle feels that it could be handled the same way as the lighthouse. Senenfelder notes that there is an application fee. Bjorklund states that it would be hard for city staff to police the pavilion to try and keep track of who is paying for use when it is quite common that during the summer months for weddings that involve the justice of the peace from next door tend to spring up without us

knowing. She urges the Park Board to take this into consideration when deciding of fees. She adds that it would be cumbersome if they had to go to the Cultural Board to approve every use there and they should consider some rules based on the fact that it is on City property. Ringle questioned if he could apply for the building permit. Bjorklund answered that they the council approved the building of the pavilion so yes he could apply for the building permit.

**PUBLIC WORKS, SAFETY & CEMETERY – Councilmember Wilkening**

1. **M/S Wilkening/Senefelder** to approve of the agreement letter between the City of Walker and Arvig regarding Arvig’s agreement to resurface all cuts in the asphalt overlays to their original conditions on the newly resurfaced Reed’s Alley.  
Motion passed (4-0)
2. **M/S Wilkening/Senefelder** to approve to move forward with a traffic study for the proposed Tower Avenue build out to Highway 371 at a total cost of \$24,560.00  
Senefelder stated that it is a prime place for the City to expand. Wilkening stated that it was important to get the road through there so it can be developed.  
Motion passed (4-0)

**OTHER BUSINESS –Mayor Jed Shaw**

- City offices and DMV will be closed on Friday November 10<sup>th</sup>, 2017 in observance of Veterans Day and Thursday November 23<sup>rd</sup> and November 24<sup>th</sup> for observance of Thanksgiving.
- Walker Bay Spirits will be closed on Thursday November 23<sup>rd</sup>, 2017.
- Reminder-Truth in Taxation Meeting to hear public comments will take place at the December 4<sup>th</sup>, 2017 meeting at 6:00 p.m. at the Walker Fire Hall.
- Thank you to everyone who worked to make it possible for Walker to become one of the finalists in Minnesota Monthly’s best Minnesota Town contest.

**ADJOURNMENT-Mayor Jed Shaw**

Mayor Shaw adjourned the regularly scheduled meeting at 6:27 p.m.

\_\_\_\_\_  
Jed Shaw, Mayor

Attest: \_\_\_\_\_  
Terri Bjorklund, Administrator