

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, DECEMBER 3, 2018**

CALL TO ORDER –Mayor Shaw

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

Terri Bjorklund, City Administrator	Pamela Smith, City Employee
Dean Morrill, Pilot Independent	Wayne Tennis, Chief of Police
Jon Valen, City Attorney	Michael Ridlon, Public Works Director
Marge Reinke, Self	Brandy Ringle, Self
Theo Ringle, Self	Simon Whitehead, Cass Co. Public Health
Mary Beth Hansen, Self	Steve Bilben, Self
Natalie Gille, Self	Judy Sacre, Self
Doug Sacre, Self	Paul Nye, Self
Pat Kastning, Self	Roxanne Parks, Leech Lake Chamber

CONSENT AGENDA-Mayor Shaw

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

1. Approve Walker City Council regular meeting minutes of November 5th, 2018.
2. Approve Walker City Council continuation meeting minutes of November 13th, 2018.
3. Review and file draft of Walker Park Advisory Board minutes of November 27th, 2018.
4. Walker Public Library Board no meeting due to lack of quorum.
5. Review and file Walker Police Department Monthly Report.
6. Review and file Public Works Committee meeting minutes of November 29th, 2018.
7. Review and file letter from Shingobee Township to the State of Minnesota Municipal Boundary Adjustments Unit.
8. Review and file Walker Area Joint Fire Department Minutes of October 11th, 2018 and November 8th, 2018.
9. Approve Cash Balance Report as of October 31st, 2018.
10. Review and file Cass County October/November 2018 Property Tax Settlement.
Motion passed (3-0)

SCHEDULED CITIZEN PRESENTATIONS –Mayor Shaw

- Natale Gille, Bike MN
Explains what Bike MN is about and the potential of the City becoming a bike friendly community. She requested the council consider some of the strategies that are laid out in the report; included in the packet. (Bicycle Friendly Community Assessment Report)

TRUTH IN TAXATION –Mayor Shaw

- 2019 Budget discussion and time for the public to comment and ask questions regarding 2019 budget.
Wilkening stated the levy amount remains consistent. We increased payments on the Tower Avenue Bonds and that accounts for the total overall differential. We are at 1.62 percent. We have a good solid budget.

**WALKER CITY COUNCIL
PUBLIC HEARING MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, DECEMBER 3, 2018**

CALL TO ORDER –Mayor Shaw

- Mayor Jed Shaw called the public meeting to order at 6:13 p.m.
 - Council members present: Senenfelder, Shaw and Wilkening
 - Council members absent: Moore, McMurrin
 - Others present during portions of the meeting included:

Terri Bjorklund, City Administrator	Pamela Smith, City Employee
Dean Morrill, Pilot Independent	Wayne Tennis, Chief of Police
Jon Valen, City Attorney	Michael Ridlon, Public Works Director
Marge Reinke, Self	Brandy Ringle, Self
Theo Ringle, Self	Marilyn Millard, Self
Larry Reis, Self	Murray Bright, Self
Jon Knowles, Self	Laverne Kennedy, Self
Joe Sawyer, Self	Amber Jennum, Self
Joel Mensch, Self	Phyllis Sistek, Self
Sandy Pence, Self	Nancy Nelson, Self
Mary Bengtson, Self	Barb Storm, Self
Nick, Self	Larry Kimball, Self
Larry Kimball, Self	Brad Spry, Self
Pat Wood, Self	Jeannie Wood, Self
Jeff Holly, Self	Bill Ofstedal, Self
Frank Orton, Self	

PUBLIC HEARING-Kris Carlson, Ulteig

- Pertaining to Improvements on the 2019 Northside Project Utility and Street Improvements
Kris reviewed the purpose of the public hearing and the procedure for assessing improvements. He reviewed with the public the project development, constructing utility, street and drainage improvements to the following: Cleveland Boulevard, Railroad Avenue, Prospect Place, Ross Place, Front Street, 2nd Street, 3rd Street, 4th Street, 6th Street and Alley West of 4th Street. He showed the project location map and reviewed the need for the sanitary sewer improvements. They contain segments of the City’s original sanitary system, it is the sewer trunk line for a majority of the City’s service area as well as being over 50 year old Vitrified Clay Pipe (VCP). They have multiple deficiencies that

include the following: Major pipe sags, cracked and failing pipe, root intrusion and mineral build up, infiltration pipe slopes. He pointed out the project need for the watermain improvements include the segments of the City's original water distribution system that is over 50 years old cast iron pipe (CIP). They contain multiple deficiencies; based on historical data, some of the piping may be 4" CIP, which does not meet MnDOH size requirements also based on the age, some of the watermain and service laterals may contain lead in joints or with the pipe itself. The project need for streets is general pavement distress; potholes, cracking and misc. Storm sewer/drainage; water quality, poor drainage and location of existing storm sewer. He showed maps of proposed sanitary sewer and water main improvements as well as street and storm sewer. The estimated project costs total \$4,496,000. The financing for the project will be financed through a combination of the following: Public Facilities Authority (PFA), Clean Water Revolving Fund (CWRF)-Low interest loan, Drinking Water Revolving Fund (DWRF)-Low interest loan, water infrastructure Fund (WIF)-Grant funding, City Funds and special assessments. He presented the map that highlighted areas that are eligible for PFA verses not eligible for PFA also noting that PFA would not be determined until after the City received construction bids. He reviewed the proposed assessment methodology noting that government properties will be assessed for each running foot of utilities, street, curb and storm at full cost (100%). The estimated cost sharing is \$2,301,000 is assessable and the City portion is estimated at \$2,195,000. He explained that based on the estimated assessment rates a 100 foot of assessable frontage receiving all of the improvements will see an estimated assessment of \$28,200. The estimated assessment rates do not factor in assistance from PFA. Any grant assistance from the PFA would lower the assessable costs. Assessable footage determination for Sanitary Sewer and Watermain for rectangular interior lots would be figured by assessable footage is equal to the width of the parcel abutting the improvement. Irregularly shaped interior lots would be figured by assessable footage that is equal to the average width of the parcel. Corner lots assessable footage is equal to the smaller of the two sides (width); regardless of the side the improvement is being made. Assessable footage determination for all lots will include Utility Service Laterals for each sewer and water service lateral shall be assessed to the parcel it serves. Un-platted developments will have sewer and water laterals installed every 150 feet at a minimum. Street, curb and gutter and storm water will be assessed by all lots; assessable footage for the street, curb and gutter and storm sewer is the running footage that abuts the property. A slide showing a picture with an assessment example with street x, avenue y and z with different shaped parcels is shown to reflect how assessment footage is determined. The estimated project schedule is as follows: public hearing December 2018, Final plans and specifications March 2019, Advertise for bidding March 2019, Receive Bids March 2019, Begin construction May 2019, Substantial completion October 2019, Assessment Hearing November 2019 and final completion July 2020.

Many questions and concerns were brought forward by the public. Some of the questions included but not limited to: How long do we have to pay this off? Will they remove our trees and would they replace them and relocate them? What would be the width of the road? Where is the sidewalk going to be located? Kris answered that the payback policy would be determined by council and is unable to give an amount that it would be based on the fact that no PFA is determined in the current estimates and those numbers will

change. It has been the policy in the past to remove the trees that are within the project area. The road width would be a consistent size. The sidewalk is open for further discussion.

Questions from the business owners included: How long would they have to shut down their businesses? How long would the interruption of water and sewer last? How do they figure out the assessment on a parcel that only has the benefit of several lineal feet of service line that abuts their property line?

Wilkening stated that when he was going through the process they voluntarily closed the restaurant for 3 days. Kris stated that they would keep the interruption at a minimum and the public would be updated and given notice far in advance, when the project starts they will have weekly meetings with the construction company and the City and will make sure to keep the residents informed of the project phases and interruption of service. Kris clarified that irregularly shaped parcels would follow the assessable footage determination by the average width of the parcel. But some specific parcels would need to be looked at again.

It is questioned what portion of the sales tax is being applied to the project and whether or not the sales tax that has been collected to this point would be distributed to the property owners and not the City. And how much money was in the Sales tax fund so far and can the project wait another year so more sales tax money can accumulate?

Bjorklund explained that would be decided after the final cost of the project and PFA funding was received. Wilkening stated that the property owners are the City. He added, 'We would either need to Levy, raise water and sewer rates or use sales tax money'.

Bjorklund stated that the City started collecting funds January 1st and started receiving funds about January 10th. As of the Bank Statement of October 31st, we have \$492,236.

Kris stated that that the condition of the infrastructure is in very tough shape and should not wait because all of the waste water that goes through the City goes through Ross Place and down Cleveland. The public questioned why the entire City is not assessed when a sewer project occurs; if the City is considered as one sewer district why doesn't everybody participate in the sewer assessments? Wilkening reminds the public that if the numbers of the bids come back in March and it doesn't make sense to continue the Council may decide to wait to move forward with the project. Senenfelder pointed out that with the Southside project when you delay the project constructions cost goes up.

It is questioned if natural gas could be a part of this project.

Bjorklund stated in the last Legislation session the bill that included language that provided tax breaks for the companies that were going to work together to bring the line from Cass Lake through Walker and out to the Casino in order to make a financially viable project did not get signed. Terri stressed that if they can get that bill passed by Legislation they will be moving forward with the project. She urged letters for support of that project to the Legislatures once they are back in session.

Kris added they will notify utility companies because if they are going to make any updates that would be the time to do it.

Wilkening reminds the public that PFA funding and the beginning of the project schedule all happen simultaneously receiving the grants is contingent upon what the Legislation approves.

Shaw added that it is about looking what is the most equitable way to spread the money. There is a cap on the Sales Tax; 20 years or 20 million dollars whichever comes first.

Based on the numbers from this year we are looking more like 10-12 million over the course of 20 years for the City. We have to find the best way to apply those funds to benefit the entire City not just 138 people.

Public hearing closed at 8:05 p.m.

CITY STAFF COMMENTS – Administrator Terri Bjorklund

None.

PERSONNEL, BUDGET & ADMINISTRATION –Councilmember Senenfelder

1. **M/S** Senenfelder/Wilkening to approve of Claim #55911to Claim #56017 including Voided Check Numbers 55923, 55934, 55935, 55949, 55981 and bank drafts in the amount of \$190,224.49.
Motion passed (3-0)
2. **M/S** Senenfelder/Wilkening to approve to have DMV write a check to the City of Walker for expenses incurred 1-1-2018 through 11-22-2018 in the amount of \$106,564.50 plus remainder of expenses thru December 31st, 2018.
Motion passed (3-0)
3. **M/S** Senenfelder/Wilkening to approve of Resolution 38-2018, a resolution to designate the polling place for 2019.
Ayes: Senenfelder, Shaw, Wilkening Nays: None
Absent: McMurrin, Moore
Motion passed (3-0)
4. **M/S** Senenfelder/Wilkening to approve of Resolution 36-2018, a resolution adopting the final 2019 Budget with 1.63% increase to the levy.
Ayes: Senenfelder, Shaw, Wilkening Nays: None
Absent: McMurrin, Moore
Motion passed (3-0)
5. **M/S** Senenfelder/Wilkening to approve of Resolution 37-2018, a resolution adopting the final tax levy, approving 2018 tax levy, collectible in 2019.
Ayes: Senenfelder, Shaw, Wilkening Nays: None
Absent: McMurrin, Moore
Motion passed (3-0)
6. **M/S** Senenfelder/Wilkening to approve of Resolution 39-2018, a resolution ordering improvement and preparation of plans.
Ayes: Senenfelder, Shaw, Wilkening Nays: None
Absent: McMurrin, Moore
Motion passed (3-0)
7. **M/S** Senenfelder/Wilkening to approve of the resignation of part time Police Officer, Jesse LeBlanc; effective November 21st, 2018.
Motion passed (3-0)
8. **M/S** Senenfelder/Wilkening to approve to send Mary Beth Hansen to the Newly Elected Officials 2019 Leadership Conference at Cragun’s Resort on Gull on 02-22 & 23, 2019at a cost of \$225.00 plus lodging.
Motion passed (3-0)

9. **M/S Senenfelder/Wilkening** to approve of the following Licenses for the City of Walker:

On-Sale

Chase on the Lake, LLC
 Tianna Country Club, Inc.
 Spencer Ross Post 134
 Benson’s Emporium, Inc.
 Lucky Moose Bar & Grill
 Café Zona Rosa
 Bayside Bar & Grill
 Blue Canoe B&B, LLC

Sunday

Chase on the Lake, LLC
 Tianna Country Club, Inc.
 Spencer Ross Post 134
 Benson’s Emporium, Inc.
 Lucky Moose Bar & Grill
 Café Zona Rosa
 Bayside Bar & Grill
 Blue Canoe B&B, LLC

Wine

Jimmy’s Family Restaurant

3.2 On-Sale

Jimmy’s Family Restaurant

3.2 Off-Sale

Jimmy’s Family Restaurant
 Super One Foods

Motion passed (3-0)

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

1. No Walker Planning Commission/Board of Adjustments meeting on November 26th, 2018 due to lack of business.

PARKS /AMBULANCE BOARD–Mayor Shaw

1. **M/S Shaw/Senenfelder** to approve of the Walker Park Advisory Board meeting minutes of October 23rd, 2018.
 Motion passed (3-0)
2. **M/S Shaw/Senenfelder** to approve of the recommendation of the Walker Park Advisory Board to approve the amended dates for the previously approved park use application from the Walker Area Community Center for the Walker Triathlon 2019 in the Lower Park. The dates amended to set-up; Saturday June 8th, 2019 from 9am-3pm; actual event Sunday June 9th, 2019 from 6:30am-1pm; clean-up Sunday June 9th, 2019 from Noon-1:30pm. (This was approved by City Council on 2/5/2018)
 Motion passed (3-0)

PUBLIC WORKS, SAFETY & CEMETERY – Councilmember Wilkening

1. Review and file recognition of the 2017 Water Fluoridation Quality Award.
2. **M/S Wilkening/Senenfelder** to approve of the recommendation from the Public Works Committee to purchase new water meter reading equipment from Ferguson Waterworks at a cost of \$8,940.00 and after the first year of use an annual maintenance cost of \$1,650.00.
 The Board clarifies that they is something that all the public works gets training in.
 Motion passed (3-0)

3. **M/S Wilkening/Senenfelder** to approve of the recommendation from the Public Works Committee to purchase 20 water meter register from Ferguson Waterworks at a cost of \$146.00 each a total cost of \$2,920.00, plus shipping.
Motion passed (3-0)
4. **M/S Wilkening/Senenfelder** to approve to enter into an agreement with Northern Technologies, LLC for Geotechnical Exploration and Consulting Services for the Proposed Walker Utility and Street Improvements.
Motion passed (3-0)

OTHER BUSINESS –Mayor Jed Shaw

- Discussion on Notice of State Real property for Sale
The Board agrees to not purchase the property the State has for sale.

M/S Wilkening/Shaw to approve to not move forward on the purchase on the real property.

Motion passed (3-0)

- Reminder of the Holiday hours:
Monday December 24, 2018; City Hall will close at 1:00 pm
Monday December 24, 2018; Walker Bay Spirits will close at 4:00 pm
Tuesday December 25, 2018; all City offices and businesses will be closed
Tuesday January 01, 2019; all city offices and businesses will be closed

CONTINUATION-Mayor Jed Shaw

Mayor Shaw continues the meeting until 5:00 p.m. on Thursday December 20th, 2018; to finalize any end of year business that may be needed

Jed Shaw, Mayor

Attest: _____
Terri Bjorklund, Administrator