

**WALKER CITY COUNCIL  
REGULAR MEETING MINUTES  
WALKER FIRE HALL MEETING ROOM  
MONDAY, DECEMBER 4, 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: McMurrin, Moore, Shaw, Senenfelder, Wilkening
  - Council members absent:
  - Others present during portions of the meeting included:

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

Pamela Smith, City Employee  
Dean Morrill, Pilot Independent  
Neil Lange, Public Works

**CONSENT AGENDA-Mayor Shaw**

M/S Senenfelder/Moore to approve the Consent Agenda Items 1 thru 12 as follows, waving the reading.

1. Approve Walker City Council regular meeting minutes of November 6<sup>th</sup>, 2017.
2. Review and file draft of Walker Library Board Meeting Minutes of November 15<sup>th</sup>, 2017.
3. Review and file draft of Walker Park Advisory Board minutes of November 28<sup>th</sup>, 2017.
4. Review and file draft of the Walker Planning Commission Board of Adjustments regular meeting minutes of November 27<sup>th</sup>, 2017.
5. Review and file October Zoning Administrator report.
6. Review and file Walker Police Department Monthly Report.
7. Review and file Public Works Committee minutes of November 29<sup>th</sup>, 2017.
8. Review and file Walker Area Joint Fire Department Minutes of November 9<sup>th</sup>, 2017.
9. Approve Cash Balance Report as of October 31<sup>st</sup>, 2017.
10. Approve to pay SEH \$7,470.00 for Walker Municipal Airport Master Plan with Airport Layout Plan.
11. Review and file letter from Five Star Auto Body.
12. Review and file letter from Cass County EDC.  
Motion passed (5-0)

**TRUTH IN TAXATION –MAYOR SHAW**

- 2018 Budget discussion and time for the public to comment and ask questions regarding 2018 budget.  
No public comments or questions were heard.

## **PUBLIC HEARING –MAYOR SHAW**

- Public hearing to consider revisions to the Walker City Code Pertaining to Fees to take effect January 1, 2018.  
Public hearing opened at 6:02  
No public comments or questions were heard.  
Public hearing closed at 6:03

## **SCHEDULED CITIZEN PRESENTATIONS –Mayor Shaw**

None.

## **CITY STAFF COMMENTS – Administrator Terri Bjorklund**

Bjorklund explains that due to the new State Statute that requires annual designation of a polling place; the Walker-Hackensack-Akeley School may need an alternate polling place at times and the Fire Hall has been identified as meeting those requirements.

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

1. **M/S** Senenfelder/Wilkening to approve of Claim #54517 to Claim #54641 including Voided Check Numbers 54566, 54609, 54610 and bank drafts in the amount of \$211,338.34  
Motion passed (5-0)
2. **M/S** Senenfelder/McMurrin to approve to have DMV write a check to the City of Walker for expenses incurred 1-1-2017 through 11-24-2017 in the amount of \$97,005.01 plus remainder of expenses thru December 31<sup>st</sup>, 2017.  
Motion passed (5-0)
3. **M/S** Senenfelder/McMurrin to approve of the transfer request from the accounting department to transfer \$521.00 from fund 106 (Community Digital Sign) to fund 101 (General) to pay for the property insurance for the digital sign 5-1-17 to 5-1-18.  
Motion passed (5-0)
4. **M/S** Senenfelder/Moore to approve to hire Nicola Cofer for the full time motor vehicle clerk position at a rate of \$13.00 per hour and upon the successful completion of the 6 month probationary period an additional .50¢ per hour.  
Motion passed (5-0)
5. **M/S** Senenfelder/McMurrin to approve of Resolution 39-2017, a resolution accepting donations made to the City of Walker thru fiscal year 2017.  
Senenfelder noted the revision on the amounts on the Resolution stating that a correct one has been submitted.  
Roll Call: Ayes: McMurrin, Moore, Senenfelder, Shaw, Wilkening      Nays: None  
Motion passed (5-0)
6. **M/S** Senenfelder/Moore to approve of Ordinance 2017-07, an ordinance amending ordinance 2016-11, adopted 12-05-2016 and titled “Licenses, Permits, Rentals, Leases and Municipal Services” and adopting Ordinance 2017-07 titled “2018 Fee Schedule”.  
Roll Call: Ayes: McMurrin, Moore, Senenfelder, Shaw, Wilkening      Nays: None  
Motion passed (5-0)

7. **M/S** Senenfelder/Wilkening to approve of Resolution 40-2017, a resolution authorizing a summary publication of Ordinance 2017-07, 2018 Fee Schedule.  
Roll Call: Ayes: McMurrin, Moore, Senenfelder, Shaw, Wilkening Nays: None  
Motion passed (5-0)
8. **M/S** Senenfelder/Moore to approve of Resolution 41-2017, a resolution to designate the polling place for 2018.  
Roll Call: Ayes: McMurrin, Moore, Senenfelder, Shaw, Wilkening Nays: None  
Motion passed (5-0)
9. **M/S** Senenfelder/McMurrin to approve of Resolution 43-2017, a resolution adopting the final 2018 Budget with .18% change to the Levy.  
Roll Call: Ayes: McMurrin, Moore, Senenfelder, Shaw, Wilkening Nays: None  
Motion passed (5-0)
10. **M/S** Senenfelder/Wilkening to approve of Resolution 42-2017, a resolution adopting the final tax levy.  
Roll Call: Ayes: McMurrin, Moore, Senenfelder, Shaw, Wilkening Nays: None  
Motion passed (5-0)
11. **M/S** Senenfelder/Wilkening to approve the request from the Walker Area Community Center for a donation of the cost of water to establish and maintain the rink along with a cash donation in the amount of \$3,500.00 for wages.  
Motion passed (5-0)
12. **M/S** Senenfelder/McMurrin 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.  
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.  
Café Zona Rosa  
Bayside Bar & Grill  
Blue Canoe B&B, LLC

Wine

Village Square  
Jimmy's Family Restaurant

3.2 On-Sale

Jimmy's Family Restaurant  
Village Square

3.2 Off-Sale

Jimmy's Family Restaurant  
Super One Foods

Moore questioned why Lucky Moose Bar and Grill was omitted.  
Terri explains that per the ordinance they cannot be in arrears. They were told they had until December 1<sup>st</sup> to clear it up. On December 1<sup>st</sup> they did clear up the property taxes however they are still arrears in the amount of \$787.00 to the City of Walker for water and 'bugs'.  
Motion passed (4-0)  
Abstain: Wilkening

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

1. **M/S McMurrin/Moore** to approve of Walker Planning Commission/Board of Adjustments Meeting Minutes of October 30<sup>th</sup>, 2017.  
Motion passed (5-0)
2. **M/S McMurrin/Moore** to approve of the recommendation of the Planning Commission/Board of Adjustments to approve LU-2017-03 a Conditional Use Permit for Dirt Moving of > 50 cubic yards in non-shore or bluff impact.  
Motion passed (5-0)
3. **M/S McMurrin/Senenfelder** to approve of the recommendation of the Planning Commission/Board of Adjustments to approve LU-2017-04 for an Interim Use Permit for allowing for a Vacation Rental By Owner (VRBO).  
Motion passed (5-0)
4. **M/S McMurrin/Moore** to approve of the Library Board minutes of September 20<sup>th</sup>, 2017.  
Motion passed (5-0)

**PARKS /AMBULANCE BOARD–Councilmember Moore**

1. **M/S Moore/Senenfelder** to approve of the Walker Park Advisory Board meeting minutes of October 24<sup>th</sup>, 2017.  
Motion passed (5-0)

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

1. **M/S Wilkening/Senenfelder** to approve of the request of the Public Works Committee to approve a policy that requires installers of water and sewer service lines from the main water and sewer line or connection to an existing service line to require current certificates of Master Plumber, Certified Pipe Layer or an Installer license with the MPCA on file at City Hall.  
Motion passed (5-0)
2. **M/S Wilkening/Senenfelder** to approve pay R.L. Larson Excavating, Inc. \$53,193.33 for final payment No. 11 for project No.R15.00604 dated December 4<sup>th</sup>, 2017 for the 2016 Southside Area and 5th Street North Utility and Street Improvements.  
Wilkening clarified that this has already run through the auditor. Bjorklund has confirmed that it had.  
Motion passed (5-0)

**OTHER BUSINESS –Mayor Jed Shaw**

- City offices and DMV will be closed on Monday December 25<sup>th</sup>, 2017 for Christmas and Monday January 1<sup>st</sup>, 2018 for New Year's Day.

Senenfelder announced that he would like to add something under other business. He refers to the November 15<sup>th</sup>, 2017 Library Board minutes on page 10 of the agenda packet. Senenfelder stated that it is in regards to the maintenance on the building and what they are dealing with and how it is getting worse. He added that he was there with Neil and the cracks in the walls and the structure are getting bigger. We have blocks on the East and the South wall that are buckling. There is possibly what might be called structural failure there also. There are three windows on the East end in what you could call the 'kids' corner'; those windows are being forced out of the window jam. He worries that if a kid or an adult leaned up against the glass there could possibly be a failure with the glass. The floor at the reception area all the way back to the furnace area is sagging. He added that the floor behind the reception area sagged in such a way that walking through there messed with his equilibrium causing him to feel almost sick. It is a public building and I think this is unsafe as it is now. I think we need to do something to make sure that this is safe for the public.

Bjorklund referred to the Library Board minutes and how the Library Board is working on getting a Library Specialist to work up a proposal. She added that the City has already spent money with Lucachick architecture. McMurrin adds that the Library Board feels that Lucachick is not a Library architect. Senenfelder stated that he understands that a new library building is a long range plan however is more concerned about the short range plan. He questioned if they need to close off a section of the building. Bjorklund adds that if there is that much of an issue that she doesn't believe that anyone should be in any portion of that building. The Board agrees that they should have the new Building Official Jon Stewart look at the structural integrity of the building and assess what kind of shape the building is in. Wilkening adds that if it is in that bad of shape they may have to consider closing it. Bjorklund stated that there may be a misunderstanding with the process between the Library Board and Lucachick adding that part of their withdraw from Lucachick is that it is a drawing and once they are told by the Library Board where everything should go then Lucachick would then do architectural plans. We cannot invest that until we have a floor plan that works. Other argument by the Library Board has been that it is the same library. Bjorklund stresses that when you are putting a new Library Building on the same rectangular property that the current one is on; meeting the setbacks of our code that is the footprint that you get.

Senenfelder questioned seeing the Ely Library in the minutes as well and it is around 6,000 square feet; that building costs 1.3 million. Wadena does not have a new library they are currently looking at buying an existing building that used to be a bank.

Bjorklund states that she has the floor plan of the Ely Library.

McMurrin stresses that area townships will not be willing to donate until they are presented numbers and a plan and then they can designate so much per year.

Mayor Shaw stressed that that building committee needs to get together to make the recommendation to council and what they may need is the information to make the decision.

Bjorklund stated that they need to focus on a floor plan that works; that should consist of Carrie, Annie and the Building Committee. In January I will call a meeting of the Library Building Committee inviting both Carrie and Annie. I will explain to them we need the floor plan laid out first and then what we want to do. We would then give it back to Lucachick. Lucachick would then come back with drawing and they would say yea or

may. Once we get the drawing to where a majority of the people are saying yea, then they would make architectural drawings.

Wilkening reminds that Council that the people that are going to build a new library in the City of Walker are sitting in this room. We will either do it on our own or we will do it with other people's thoughts. The people that should be making the recommendation for input need to get their job done so we can move forward otherwise it will be next year and we will be having the same conversation. We have missed this budget cycle already. They will have to have it available by June or July and put a timeframe on it or the council will take it over. So by March of 2019 the townships can get it into their budgets and once they do the City would be able to get the bonds issued to build it.

Senenfelder requested that Neil work with the inspector in January when looking at the Library.

Moore requested that staff contribute the plans and information to whomever makes the Library Board packets.

McMurrin questioned if a board member is available on skype can they do that.

Valen stated that he doesn't think there is anything that would prohibit that.

Bjorklund stated that she believes that they need to meet certain regulations such as they would need to be in a public place and it needs to be available on both ends to the public.

Wilkening added that it is just a recommendation board and it is not a final decision board.

**CONTINUATION-MAYOR SHAW**

- Mayor Shaw continues the meeting until 5:00 p.m. on Thursday December 21<sup>st</sup>, 2017 to finalize any end of year business that may be needed.

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

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