

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, DECEMBER 19, 2013**

CALL TO ORDER –Mayor Scott Bruns

- Mayor Scott Bruns called the regular scheduled meeting to order at 5:00 p.m.
- Pledge of Allegiance
 - Council members present: Nelson, Moore, Bruns, McMurrin, Wilkening
 - Council members absent:
 - Others present during portions of the meeting included:

Wayne Tennis, Police Chief
Travis Baker, Police

Terri Bjorklund, City Administrator
Neil Lange, Public Works Director

CONSENT AGENDA

M/S Wilkening/Moore to approve the Consent Agenda Items 1 thru 7 as follows, waving the reading.

1. Review and file 2013 LMCIT Property/Casualty Dividend.
2. Review and file letter from Leech Lake Chamber of Commerce
3. Review and file Leech Lake Chamber of Commerce moving schedule.
4. Review and file Cass County 11/22/2013 Property Tax Settlement.
5. Review and file Cass County Economic Development report.
6. Approve to pay Holden Electric Co., Inc. Invoice 35582 in the amount of \$7,340.00. For accident, the cost will be reimbursed by the pilots insurance company.

Motion passed (5-0)

SCHEDULED CITIZEN PRESENTATIONS –Mayor Bruns

None.

CITY STAFF COMMENTS – Administrator Terri Bjorklund

Update on Chamber move and future plans for the office space

PERSONNEL, BUDGET & ADMINISTRATION – Councilmember Nelson

1. **M/S Nelson/Wilkening** to approve of the Personnel Committee’s recommendation to hire Jonathan Fank for the Public Works Maintenance position at \$18.69 per hour for the 6 month probationary period. Upon successful completion of his six month probationary period an additional \$1.00 per hour, upon Class D Water Certification within 1 year an additional 1.00 per hour .50 per hour if over one year for certification and an additional 1.00 per hour upon satisfactory 1 year performance review.

Motion passed (5-0)

2. **M/S Nelson/McMurrin** to approve of the Personnel Committees recommendation to approve Charolette Hines successful completion of the 6 month probationary period as the Department of Motor Vehicle Deputy Registrar with a pay increase of \$1.00 per hour as set in her initial hire motion.

Motion passed (5-0)

At this time we will close the meeting for an employee performance review of David Christofferson.

The closed portion of the meeting was closed and the regular meeting reopened at 5:15.

3. **M/S Wilkening/McMurrin** to approve of Personnel Committee’s recommendation to terminate the employment of David Christofferson, Department of Motor Vehicle Clerk.

Motion passed (5-0)

M/S Nelson McMurrin to advertise and conduct interviews for a DMV Clerk.

Motion passed (5-0)

4. **M/S Nelson/Moore** to approve of the Personnel Committee’s recommendation to approve a 2.1% raise for the following employees, Terri Bjorklund, Joann Mitchell, Pamela Smith, Neil Lange, Nick Zubke, Jim Kolar, Wayne Tennis, Travis Baker, Garr Pemberton, Jesse Leblanc, Andrew Rollins, Justin Knowles, Steven Kolp, Joe Kessler, Sara McGregor, Jesse Kuechle, Lindsey Fallgren, Charolette Hines effective January 1, 2014.

Motion passed (5-0)

5. **M/S Nelson/Wilkening** to approve of the Personnel Committee’s recommendation to start training Charolette Hines for additional duties that being Zoning Administrator with an increase to her wage of 2.00 per hour and an additional 1.00 with a positive review in ~~3 months~~ amended to 6 months and additional 1.00 per hour upon satisfactory 1 year performance review.

Motion passed (5-0)

6. **M/S Nelson/Wilkening** to approve of Resolution 32-2013 a Resolution to Approve Decertifying TIF District 2-9 (Country Inn).

Ayes: Nelson, Moore, McMurrin, Bruns, Wilkening Nays: None

Motion passed (5-0)

7. **M/S Nelson/Wilkening** to approve of the request of the Accounting Department to transfer \$9,844.23 from the General fund to the Sewer fund.

Motion passed (5-0)

8. **M/S Nelson/Wilkening** to approve of the Membership Service Agreement between the City of Walker and the Cass County Economic Development Corporation.
Motion passed (5-0)
9. **M/S Nelson/McMurrin** to approve of the 2014 City Council Committee Appointments as submitted.
Motion passed (5-0)
10. **M/S Nelson /Moore** to send a letter to Shingobee allowing them to set the terms of property tax reimbursement for Annexation Ordinance.
Motion Passed (5/0)

ECONOMIC DEVELOPMENT & LIQUOR STORE – Councilmember Moore
None.

LIBRARY, PARKS & AIRPORT – Councilmember McMurrin
None.

PUBLIC WORKS, SAFETY & CEMETERY – Councilmember Wilkening
None.

OTHER BUSINESS –Mayor Bruns

1. **M/S Bruns/Nelson** to approve of Personnel Committee’s request for City Hall to close at 3:00 p.m. on December 24th, 2013 and the Liquor Store to close at 4:00 p.m.

ADJOURNMENT –Mayor Bruns

Mayor Bruns adjourned the Regular Scheduled Meeting at 5:50 p.m.

Scott Bruns, Mayor

Attest: _____
Terri Bjorklund, Administrator