

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
Monday March 5, 2012**

CALL TO ORDER – Mayor Bruns

- Mayor Bruns called the regular scheduled meeting to order at 7:00 p.m.
- Pledge of Allegiance
- Council members present: McMurrin, Moore, Wilkening, Nelson, Bruns
- Council members absent:
- Others present during portions of the meeting included:

Terri Bjorklund, Administrator
Meghan Compton, City Employee
John Valen, City Attorney
Edy Asell, Zoning Administrator
Mitch Raile, Beltrami Electric

Wayne Tennis, Police Chief
Neil Lange, Public Works Director
Bob Schlieman, Ulteig Engineering
Travis Baker, Police Officer
Dr. Mary Donohue Stetz

CONSENT AGENDA – Mayor Bruns

M/S Wilkening/Moore to approve the Consent Agenda Items 1 thru 15 as follows, waving the reading.

1. Approve Walker Public Hearing Minutes of February 6, 2012, revisions to the City of Walker Code of Ordinances.
2. Approve Walker Public Hearing Minutes of February 6, 2012, pertaining to the making of underground utility, street and drainage improvements on Front Street, Sixth Street and Fourth Street.
3. Approve Walker City Council Regular Meeting Minutes of February 6, 2012.
4. Approve Cash Balance Report as of January 2012.
5. Review and file Walker Police Department Monthly Report.
6. Review and file Cass County Economic Development Corporations Report.
7. Review and file letter from DNR Leech Lake Advisory Committee Meeting.
8. Review and file letter dated Feb. 1, 2012 from Robert Schlieman, Associate Vice President, Ulteig.
9. Review and file letter dated Jan. 31, 2012 from Ehlers on increasing hourly rate.
10. Review and file draft Walker Planning Commission's/Board of Adjustments Meeting Minutes of Feb. 27, 2012.
11. Review and file draft Walker Safety Committee quarterly meeting minutes of February 22, 2012.
12. Review and file January 2012 monthly zoning report.
13. Review and file Walker Park Board Meeting Minutes of February 28, 2012.
14. Review and file letter to Dave Schotzo, MN DNR Parks & Trails requesting fishing pier.

15. Consider approval of request from Neil Lange, Public Works Director to approve the purchase of trash can liners, at a cost of \$1,787.40 plus tax.

Motion passed: 5-0

SCHEDULED CITIZEN PRESENTATIONS – Mayor Bruns

- Mitch Raile, Marketing Communications Specialist, Beltrami Electric – RUS Rural Economic Development Grant Program
 - Beltrami Electric is requesting a grant of \$244,000 for the City of Walker to help construct and support the Industrial Park’s water system. Beltrami received the board approval to get the loan approved for the city. Beltrami will fund 20% of that loan and the grant will pay the rest. Application for the grant is due at the end of the month, a zero interest loan for 10 years. There is a 1% initiation fee for the first year. Will not be any other charges other than that.
 - Beltrami Electric should hear by late June/early July if we are approved for the grant. Beltrami will get the approval letter and will respond to us shortly after. It is a competitive process. This is the first grant request Beltrami has done, and chose the City of Walker. The city will score high based on how many jobs it will create, unemployment rate, etc. There is a great chance this will be awarded to us.
 - Wilkening – if it doesn’t go through this year, can we re-apply?
 - We’d probably have to wait another 6 months in order to re-apply
 - We are asking for a smaller amount, which gives us a better chance
 - Nelson – will the growth of 346 jobs helps us?
 - Makes a huge difference – will chose Walker over larger cities, such as Bemidji.

CITY STAFF COMMENTS/CONCERNS – Administrator Terri Bjorklund

- Under personnel, budget and administration – discussion on resolution 24-2012. In order to submit the grant application, the council needs to pass this resolution.

PERSONNEL, BUDGET & ADMINISTRATION – Councilmember Nelson

1. **M/S Nelson/Moore** Consider approval of Resolution 24-2012, a Resolution accepting and moving forward with Beltrami Electric to submit grant application for sewer line from the ponds to Industrial Park at a zero percent loan. Wilkening – question on the wording – should start at 13th street. Bob – based on sewer lines, this location is correct. Bjorklund – wording changed to Mitch? No.
Roll Call: Ayes: Moore, Nelson, Wilkening, McMurrin, Bruns Nays: None
Motion passed: 5-0
2. **M/S Nelson/Moore** Consider approval of Claim #46095 to Claim #46116, and Claim #46118 to Claim #46216, and bank drafts in the amount of \$182,937.57.
Motion passed: 5-0
3. **M/S Nelson/Moore** Consider approval of request from the Accounting Department to transfer \$1,008.00 from the General Account to the Legion

Abatement cash Account for payment of the abatement for second half of the 2011 taxes and \$9,057.18 from the General Account to the Project account for payments of the Ritter & Ritter invoice and the Midwest Testing invoice for soil boring, approved at the January 9, 2012 council meeting.

Motion passed: 5-0

4. **M/S Nelson/Wilkening** Consider approval of Resolution 22-2012, a Resolution re-establishing precinct boundaries in the City of Walker in 2012.

Precinct boundaries are determined by county auditor.

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

Motion passed: 5-0

5. **M/S Nelson/Moore** Consider approval of request from Walker Police Department for Officer Travis Baker, Officer Garr Pemberton and Chief Wayne Tennis to attend a precision driving course at a cost of \$270.00, plus wages and meals.

Nelson – Is this training required?

Tennis - Yes

Motion passed: 5-0

6. **M/S Nelson/McMurrin** Consider approval to accept the resignation letter from Nicholas Wolf, volunteer Fireman effective January 15, 2012.

Moore – How many do we have on Fire dept staff?

Bruns – 25 – we always keep it right at 24.

Moore – Was there bad reasoning?

Bruns – Going back to school

Motion passed: 4-0 Abstained - Bruns

7. **M/S Nelson/McMurrin** Consider approval to enter into an agreement to allow the DNR to conduct watercraft inspections and decontaminations at the city's accesses, by signing the right of entry authorization form.

Wilkening – where are they going to put it? Decontamination on –site?

They sent it Feb 6th and want back Feb 22nd. Not opposed to decontamination. They are going to work 40 hrs/wk but aren't going to catch all that are infected. Is it effective?

Bruns – It's a start. It's all about funding. The biggest thing, is the more we can do to keep that out of our lakes, the better. The values of properties decrease drastically (Detroit Lakes), the more we can keep them out, the better.

Wilkening – push the county for this? Turns it into a business. Instead of being a cost, it becomes a user fee based on the people that have a boat. It doesn't take up my public space. Gives DNR an opportunity to inspect the boats as they are out on the lake. If it was pushed to the county, and made it a county wide regulation. All boats must be decontaminated. Give law enforcement an ability to write tickets.

Nelson – decontaminating the boat coming out of Leech Lake. Doesn't protect our lake. Decontaminate them as they come out of the lake?

Bruns – Not sure how you would police it? It's a nightmare for the people who bring their boat in on a daily basis

Wayne – county ordinance – only way to track it. As soon as they hit the lake, that's the county's problem.

Bruns – there's a lot of big questions, they need more money to get people to man it.

Wilkening – working on getting more money. Doesn't like this. Doesn't see it doing anything. His understanding is it takes one boat.

Moore – do we need to do anything in our power to prevent it?

Nelson – a big part is awareness, so they are more conscious and will do their own inspections to prevent further contamination.

Bruns – something is better than nothing – DNR is asking people to check their boats.

Roll Call: Ayes: Moore, Nelson, McMurrin, Bruns Nays: Wilkening

Motion passed: 4-1

8. **M/S** Wilkening/Nelson Consider request for a donation from WHA Community Education, to help fund the Summer Recreation Program.

Bjorklund – 45 kids, budgeted \$5k for donations, but did balance out \$70k of savings.

Nelson – they are requesting donations from other organizations, a place we could make a cut

Motion passed: 5-0

9. **M/S** Wilkening/Moore Consider request from Lakes Area Dive Team for a donation to purchase new equipment. Item pushed to budget & finance to see if we can find a donation in Budget for 2013.

Motion passed: 5-0

10. **M/S** Nelson/McMurrin Consider approval to send 6 staff to the 2012 Safety & Loss Control Workshop on March 27 in Bemidji at a cost of \$20.00 per staff member, plus mileage and wages.

Motion passed: 5-0

11. **M/S** Nelson/McMurrin Consider acceptance of the resignation of Timothy Drinka from the Public Works Department effective March 01, 2012

Motion passed: 5-0

12. **M/S** Nelson/McMurrin To deny request by Timothy Drinka to be paid for the three day suspension imposed by the Administrator on December 15, 2011.

Motion passed: 5-0

13. **M/S** Nelson/Wilkening Consider approval of the personnel committee recommendation to not fill the vacant full-time Public Works position.

Motion passed: 5-0

14. **M/S** Nelson/McMurrin Consider approval of the personnel committee to reinstate Jim Kolar as the part-time Public Works position at \$13.35 per hour, not to exceed 1,000 hours per year.

Motion passed: 5-0

15. **M/S** Nelson/McMurrin Consider approval of the personnel committee recommendation to eliminate the Planning & Zoning Administrator position effective July 1, 2012.

Motion passed: 5-0

16. **M/S Nelson/McMurrin** Consider approval to instate a DMV clerk position at 32 hours per week and offer the position to Edy Asell at a rate of \$11.50 per hour effective July 1, 2012.

Motion passed: 5-0

17. **M/S Nelson/Moore** to authorize City Clerk administrator to take necessary steps to set up Sales Tax in City of Walker to be used toward city infrastructure. Discussion and action, if needed, on the implementation of a local sales tax referendum.

Motion passed: 5-0

ECONOMIC DEVELOPMENT/LIQUOR STORE – Councilmember Moore

1. **M/S Moore/Wilkening** Consider approval of Walker Planning Commission/Board of Adjustments Meeting Minutes of January 30, 2012.

Motion passed: 5-0

2. **M/S Moore/Wilkening** Consider approval to advertise in the Pilot Independent and the City newsletter to fill the vacant planning and zoning commission seat.

Motion passed: 5-0

LIBRARY/PARKS – Councilmember McMurrin

1. **M/S McMurrin/Moore** Consider approval of Walker Park Board Meeting Minutes of January 24, 2012.

Motion passed: 5-0

2. **M/S McMurrin/Wilkening** Motion to deny the use of city property for the community gardens.

Motion passed: 5-0

3. **M/S McMurrin/Wilkening** Consider acceptance of the resignation of Deb Farrell from the library board effective February 24, 2012.

Motion passed: 5-0

4. **M/S McMurrin/Moore** Consider approval to appoint Pat Finney to the vacant seat on the Library Board.

Motion passed: 5-0

PUBLIC WORKS & SAFETY/CEMETARY – Councilmember Wilkening

1. **M/S Wilkening/McMurrin** Consider approval of Neil Lange's, Public Works Director, request to have Team Lab spray the two storm water retention ponds at a cost of \$3,975.00.

Motion passed: 5-0

2. **M/S Wilkening/McMurrin** Consider approval of request from Neil Lange, Public Works Director to approve the purchase set of attachable forks and brackets for use on backhoe, at a cost of \$1,170 plus tax.

Motion passed: 5-0

3. **M/S Wilkening/Moore** Consider approval of request from Neil Lange, Public Works Director to approve the purchase of a 2001 Sreco Trailer Jetter, at a cost of \$20,306.25.

Motion passed: 5-0

4. **M/S Wilkening/Nelson** Consider approval of Public Works Safety Uniform Allowance Policy.

Motion passed: 5-0

5. Update on utility and street improvements of Sixth Street, by Bob Schlieman.
6. **M/S Wilkening/Moore** Consider approval of Resolution 23-2012, a Resolution approving the plans and specifications and ordering advertisement for bids for improvement of Sixth Street.

1. Continuation of the April meeting at date selected by our engineer at our April meeting – April 9th at 6 pm.

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

Motion passed: 5-0

7. **M/S Wilkening/McMurrin** Consider approval to move forward with a Building Condition Survey of a cost not to exceed \$6,000.

Motion passed: 5-0

8. **M/S Wilkening/McMurrin** Consider approval of submittal of water main extension permit, sanitary sewer extension permit and an NPDS general storm water permit for the Sixth Street project.

Motion passed: 5-0

9. **M/S Wilkening/Moore** Consider approval to move forward with a 20 year capital improvement plan at a cost not to exceed \$15,000.

Motion passed: 5-0

OTHER BUSINESS – Mayor Bruns

- Discussion on letter from the MN Department of Administration in response to the State Real Property for Sale.
- **M/S Moore/Wilkening** send to the planning commission for discussion.
 - 55.8 acres of land for \$200k, we requested additional time
 - Wilkening - we shouldn't buy it, allow it to go in to a private hand.
 - Neil – land that has water/sewer already? From 371 back to our ponds

Motion passed: 5-0

ADJOURNMENT – Mayor Bruns

Mayor Bruns adjourned the Regular Scheduled Meeting at 8:22 p.m.

Scott Bruns, Mayor

Attest: _____
Terri Bjorklund, Administrator