

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
Monday April 2, 2012**

Call to Order – Mayor Brun

- Mayor Brun called the regular scheduled meeting to order at 7:00 p.m.
- Pledge of Allegiance
- Council members present: McMurrin, Moore, Wilkening, Nelson, Brun
- 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
Judi Moravec, Auditor
Jeff Holly
Cindy Wannarka, Chamber
Rich Hansen
Jen Arnold

Wayne Tennis, Police Chief
Neil Lange, Public Works Director
Dean Morrill, The Pilot
Dr. Mary Donahue Stetz
Joanne Mitchell, City Employee
Amy Knowles
Travis Baker, Police Officer
Krista Hansen

Consent Agenda – Mayor Brun

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

1. Approve Walker City Council Regular Meeting Minutes of March 5, 2012.
2. Approve Cash Balance Report as of February 2012.
3. Review and file Walker Police Department Monthly Report.
4. Review and file letter dated March 16, 2012 from Ehlers on potential refunding of existing debt.
5. Review and file draft Walker Planning Commission's/Board of Adjustments meeting minutes of March 26, 2012.
6. Review and file February 2012 monthly zoning report.
7. Review and file Planning and Zoning Annual Report for 2011.
8. Review and file Walker Park Board meeting minutes of March 27, 2012.
9. Approve payment of invoice #67542264, in the amount of \$1,163.00 to SimplexGrinnell to set up the fire alarm system at City Hall.
10. Approve payment in the amount of \$10,000.00 for the preparation of the December 31, 2011 City audit.
11. Approve payment of 2012 property taxes in the amount of \$9,548.00 for the ambulance garage, paid from the ambulance fund.

Motion passed: 5-0

Auditor's Presentation – Mayor Bruns

- Judi Moravec Presentation of the 2011 Audit Report
 - The City of Walker received a qualified opinion since it is prepared on a Cash Basis method of accounting.
 - Judi stated the city is in good financial position. With each year she has completed the audit, the internal staff has improved policies and internal controls regarding the city's accounting.
 - The City of Walker's Municipal Liquor Store was #20 of 209 in the state of MN with the net profit as the percentage of sales.

Scheduled Citizen Presentations – Mayor Bruns

- Jeff Holly, requesting closure of south side of 5th Street, from Minnesota Ave to alley for a new event, Ladies Night Out on June 27th, July 25th and Aug 22nd 4-7 pm. (Event would be 5-7 and set up would start at 4 pm).
 - Nelson – who is going to participate? What is the audience?
 - Jeff – anyone is welcome to participate. The only way possible to make this successful is to have the streets closed.
 - Bruns – Why is the ladies night out committee not the ones requesting it?
 - Jeff – My insurance policy covers this kind of event.
 - Bruns – One concern I have is closing the street off for every event that goes on. If it is Chamber Sponsored, then I can see, but if we close the street for private businesses that are not in the City of Walker, we might have a problem. We don't have any policy or procedure on how we would allow this. My recommendation is to set up a committee.
 - Moore – What will be your presentation? What are your plans? What do you want to do there?
 - Rich – have food demonstrations, a chef outside. Some vendor demonstration, knife sharpening, possible beer and wine tasting. Looking to draw some attention to 5th street, the side street. Plus actual store stuff for the ladies coming to town.
 - Nelson – I like the concept. We need things to bring people in to spend their money in Walker. As long as it brings people in to town, we have to look at it. When I look at the times (4-7pm), it seems to be the slower times but I have the same issue as Scott. If we are going to start doing this, we have to look how it benefits the community. How do we turn around and say no to the next person?
 - Valen – if you are going to deny these applications, you need some reasoning. He agreed with coming up with a policy on street closures.
 - Wilkening – I would like to hear from the Chamber's perspective. What is Ladies Night Out? And do these things follow the theme of what you are looking to do?
 - Cindy – The Ladies Night Out started with the committee had one meeting so far...A discussion hasn't happened on a street being closed. I don't see a negative perspective. I can't speak for the Girls Night Out committee because they have probably not even heard about this yet.

- Rich – our goal here is to add something. To get women to town. A unique shopping experience in the evening. Advertise it's for ladies. What we're hoping to provide is an additional event for women that are already coming to town...It's not so much that we want to close the street, it's a whole lot safer to close the street for this type of event.
- Jen – chair of Girls Night Out committee - If the businesses are willing, we think it is a great idea.
- Rich – we are trying to keep the idea on 5th street where the Chamber couldn't keep it there.
- Jeff – rescinded his application.
- Valen – why don't you do this for the month of June? And then build the policy?
- Jeff – I am leaving my application rescinded
- Passed discussion to the Economic Development to form a committee to create a policy on events and street closures in the City of Walker.

City Staff Comments – Administrator Terri Bjorklund

- 2012 is an election year and the city needs election judges for the Primary and General Election. Please send interested parties to the City Clerk.
- The FAA and Governor awards to airports on a yearly basis. The City of Walker and one other airport are up for an award this year. Terri requested Ken Bresley & the Mayor, or other city officials to attend the dinner and awards presentation on the 11th in Rochester.

Personnel, Budget & Administration – Councilmember Nelson

1. **M/S Nelson/McMurrin** Consider approval to accept the 2011 Audit as presented.
Motion passed: 5-0
2. **M/S Nelson/Moore** Consider approval of Claim #46217 to Claim #46255, and Claim #46258 to Claim #46360, and bank drafts in the amount of \$135,115.17.
Motion passed: 5-0
3. **M/S Nelson/Moore** Consider approval of request from the Accounting Department to make the following transfers:
 - a. \$210,000.00 from the Ambulance checking account to the Library Capital Projects checking account. This was approved in the 2011 budget.
 - b. \$100,000.00 from the General Account to the Library Capital Projects checking account at the end of June. This was approved as a budgeted item for 2012.
 - c. \$226,000.00 from the Sewer Department Savings account to Sewer Department checking account.
 Motion passed: 5-0
4. **M/S Nelson/Moore** Consider approval not to waive the statutory Tort limits established by MN Statute 466.04.
Motion passed: 5-0

5. **M/S Nelson/McMurrin** Consider approval to purchase a new copy machine for the administration offices. This is a budgeted item for 2012 at a budget savings of \$3,807.

Motion/passed: 5-0

6. **M/S Nelson/McMurrin** Consider approval to send Terri Bjorklund and Meghan Compton to the following training sessions:
- a. Basics of Planning and Zoning – May 02, 2012 Little Falls \$125.00 per person (91 miles)
 - b. Liquor Licensing training 2012 – May 09, 2012 Waite Park free class (125 miles)
 - c. A Practical Guide to Variances in the Shorelands & Floodplains – May 10, 2012 in Brainerd \$60 per person (62 miles)
- And to send Terri Bjorklund to the following training:
- d. Beyond the Basics of Planning and Zoning – May 17, 2012 in Shoreview at a cost of \$125.00 per person (187 miles) & hotel

Motion passed: 5-0

7. **M/S Nelson/Moore** Consider approval of Resolution 25-2012, a resolution accepting donations made to the City of Walker thru fiscal year 2012.

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

Motion passed: 4-0, Bruns Abstained

8. **M/S Nelson/McMurrin** Consider approval of application for a 1 to 4 day Temporary Liquor License for the Walker Community Center for the arena & rotary room on May 4th and 5th at a fee of \$75.00. Contingent upon submittal of proper insurance forms.

Motion passed: 4-0, Wilkening Abstained

9. **M/S Nelson/McMurrin** Consider approval to accept resignation of Shelly Johnson, liquor store clerk, effective March 24th, 2012.

Motion passed: 5-0

10. **M/S Nelson/Moore** Consider approval to advertise and conduct interviews for a part-time liquor store clerk.

Motion passed: 5-0

11. **M/S Nelson/McMurrin** Consider approval to instate Brian Harris as a volunteer fire fighter.

Comes with E1 and E2 Fire training and EMT experience.

Motion passed: 4-0, Bruns Abstained

12. **M/S Nelson/Moore** Consider approval of the Fire Department spending up to \$8,500.00 for turn-out gear to be paid out of the fire equipment fund.

- a. We've tried getting grants for the turn-out gear, we are going to try and spend this amount each year. Our current gear is 10-12 years old but we have some new stuff for new guys that have come on.

Motion passed: 4-0, Bruns Abstained

Economic Development/Liquor Store – Councilmember Moore

1. **M/S Moore/Wilkening** Consider approval of Walker Planning Commission/Board of Adjustments Meeting Minutes of February 27, 2012.

Motion passed: 5-0

2. **M/S Moore/Wilkening** Review and file determination of Zoning Commission that Utility Street and Drainage improvement to Front Street, Fourth Street and Sixth Street is consistent with the comprehensive plan.

Motion passed: 5-0

3. **M/S Moore/Wilkening** Consider approval of the final draft of the Telecomm Tower ordinance and to call for a public hearing at the April 30th Planning & Zoning Commission's meeting.

Motion passed: 5-0

4. **M/S Moore/Wilkening** Review Walker Planning Commission's recommendation on the possible acquisition of 7232 Ah-Gwah-Ching Rd NW for \$200,000.00.

Motion passed: 5-0

5. **M/S Moore/Wilkening** Consider approval of Walker Planning & Zoning Board's recommendation to call for a public hearing at the April 30th Planning & Zoning Commission's meeting to zone the city-owned parcels (96-134-4101, 96-135-3301, 96-135-3003, 96-134-4403, 96-002-2202, 96-003-1102) as Public.

Motion passed: 5-0

6. **M/S Moore/Wilkening** Consider approval of Walker Planning & Zoning Board's recommendation to call for a public hearing at the April 30th Planning & Zoning Commission's meeting to zone the remaining parcels (96-135-3001, 96-002-2201, 96-135-3001, 96-135-3201) as Low Density Residential using the 'most restrictive class' method.

Motion passed: 5-0

Library/Parks – Councilmember McMurrin

1. **M/S McMurrin/Moore** Consider approval of Walker Park Board Meeting Minutes of February 28, 2012 with correction to remove Barb Iverson from presentation.

Motion passed: 5-0

2. **M/S McMurrin/Wilkening** Consider approval of Walker Park Board's recommendation to allow seniors to hand out area informational materials to visitors at the light house for summer 2012.

Wilkening – Cindy are they working with the Chamber on that?

Cindy – No. They feel it's a priority to have someone in the lighthouse.

Wilkening – What is the City's legal position if something were to happen to this?

Valen – The city is not responsible

Moore – Are they in understanding that they won't be paid?

Annie - yes

Motion passed: 5-0

3. **M/S McMurrin/Moore** Consider approval of Walker Park Board's recommendation to allow the Walker Area Community Center to use the Walker City Park on July 27th & 28th, for the Chase the Police Triathlon.

Motion passed: 5-0

4. **M/S McMurrin/Nelson** Consider approval of Walker Park Board's recommendation to allow the Walker Area Summer Recreation Program to use the Walker City Park Monday thru Thursdays 8:45am to 12:15pm from June 12th thru July 26th for the summer recreation program.

Motion passed: 5-0

5. Discussion on the formation of a committee to study options and make a recommendation to the council on the Library building.
 - o Annie – Scott and I went to the township meeting and start looking at all of the options presented for the library. Our next meeting is the 26th. They are willing to contribute a certain amount each year if we are willing to finance it. There were four townships present at the meeting and Annie will talk to Pine Lake.
 - o How many people should be on this committee? Annie, one representative from each township is plenty. The Librarian should be involved and one other person in the community. Annie will discuss this at the next meeting. Prefer to keep it at an odd number for tie-breaker of any voting.

Public Works & Safety/Cemetery – Councilmember Wilkening

1. **M/S Wilkening/Nelson** Consider approval of Neil Lange, Public Works Director's request to have DCI spray Calcium Chloride on roads for dust control at a cost of approximately \$2,800.00.

Motion passed: 5-0

Other Business – Mayor Bruns

- **M/S Nelson/McMurrin** Consider bid from Lakeport Fire and Rescue of \$1,000.00 for the 1987 fire truck.
 - o Bruns – my recommendation that we reject all bids that we received. He recommends that we wait a month and then re-advertise it, possibly including a minimum offer. He will personally call two departments and ask if they are interested, allowing them to test drive the truck and make sure the pump works.

Motion passed 4-0, Bruns abstained

- Discussion on leash laws.
- Public works found water leak. It will be worked on tomorrow and are closing down Michigan around 11 am.

**Close this portion of the meeting and call for continuation on April 9th at 6:00 pm
Mayor Bruns – at 8:35 pm**

Scott Bruns, Mayor

Attest: _____
Terri Bjorklund, Administrator