

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, MAY 1, 2017**

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: McMurrin, Moore, Shaw, Senenfelder, Wilkening
 - Council members absent:
 - Others present during portions of the meeting included:

Terri Bjorklund, City Administrator
Pamela Smith, City Employee
Dean Morrill, Pilot Independent
Cindy Wannarka, Chamber
Mary Hogle, CornerstoneChurch
Otto Ringle, Arts & Culture Comm.
Erica Frizzell, FOP
Shannon Pfeiffer, FOP & PAB

John Valen, City Attorney
Wayne Tennis, Chief of Police
Irene Weis, BAM
Dawn Lundgren, CornerstoneChurch
Rich Bramen, CornerstoneChurch
Erin Haefe, FOP
Kristin Holly, FOP
Steve Bilben, BAM

CONSENT AGENDA-Mayor Shaw

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

1. Approve Walker City Council regular meeting minutes of April 3rd, 2017.
2. Review and file draft of Walker Planning Commission/Board of Adjustments regular meeting minutes of April 24th, 2017.
3. Review and file March 2017 Zoning Administrator report.
4. Review and file draft of Walker Park Advisory Board minutes of April 25th, 2017.
5. Review and file draft of Walker Public Library Board minutes of April 17th, 2017.
6. Review and file draft of Art & Culture Commission minutes of April 18th, 2017.
7. Review and file Walker Police Department Monthly Report.
8. Review and file Public Works Committee minutes of April 26th, 2017.
9. Review and file Walker Area Joint Fire Department Minutes of April 13th, 2017.
10. Approve Cash Balance Report as of March 31st, 2017.
11. Review and file Consumer Confidence Report; City of Walker 2016 Drinking Water Report.
12. Review and file letter from ISO regarding the City of Walker's Public Protection Classification with their fire suppression delivery system.
Motion passed (5-0)

SCHEDULED CITIZEN PRESENTATIONS –Mayor Shaw

None.

CITY STAFF COMMENTS – Administrator Terri Bjorklund

- A Thank You to Turf Tech as they will again donate the plants and the planting for the flag poles at City Hall, the Park and also the area to the left of the Liquor Store entrance
- Emergency Management Training June 1st from 9:00-11:30am, if there is any council members that could possibly attend that, it would be great background for you now and in the future. Senenfelder adds that he plans on attending.

PERSONNEL, BUDGET & ADMINISTRATION – Councilmember Senenfelder

1. **M/S Senenfelder/Wilkening** to approve of Consider approval of Claim #53637 to Claim #53743 including Voided Check Numbers 53640, 53661, 53662 and bank drafts in the amount of \$181,057.57.
Motion passed (5-0)
2. **M/S Senenfelder/Wilkening** to approve of the appointment of Annie McMurrin to be the Kitchigami Regional Library Board Representative for Walker.
Motion passed (5-0)
3. **M/S Senenfelder/McMurrin** to approve of Resolution 14-2017, a resolution accepting donations made to the City of Walker thru fiscal year 2017.
Roll Call: Ayes: McMurrin, Moore, Senenfelder, Shaw, Wilkening Nays: None
Motion passed (5-0)
4. **M/S Senenfelder/McMurrin** to approve to hire Ehlers and Associates to complete the 2016 TIF annual reports, to be paid from TIF administrative fees.
Motion passed (5-0)
5. **M/S Senenfelder/Moore** to approve to pay Invoice No. 63942 from Ulteig in the amount of \$6,991.50 for professional services through March 31st, 2017 for the 2016 Southside Street and Utility Improvements.
Motion passed (5-0)
6. **M/S Senenfelder/McMurrin** to approve of the request of the Accounting Department to transfer \$19,531.52 for the City of Walker's 2017 portion of the Tower Avenue special assessments. (This is a budgeted item)
Motion passed (5-0)
7. **M/S Senenfelder/McMurrin** to approve of a 1 day Temporary Liquor License for the Walker Area Community Center, on June 9th, 2017 at the Walker Area Community Center in conjunction with the Burger Battle; contingent upon receiving certificate of liability.
Motion passed (5-0)
8. **M/S Senenfelder/Moore** to approve of a 1 day Temporary Liquor License for Portage Brewing Company, on May 27th, 2017 in the Arvig Parking lot, North of the Portage building for the Grand Opening of Portage Brewing Company; contingent upon receiving certificate of liability.
Motion passed (5-0)

ECONOMIC DEVELOPMENT/LIQUOR STORE/AIRPORT/LIBRARY –

Councilmember McMurrin

1. **M/S McMurrin/Moore** to approve of the Library Board minutes of March 15th, 2017.
Motion passed (5-0)
2. **M/S McMurrin/Wilkening** to approve of the Airport Commission request to approve transfer of the following entitlement funds: Transfer \$50,000 to Mahnomem, repayable in 2018. Transfer \$5,000 to Crookston, repayable in 2018, Transfer 145,000 to Wadena, repayable in 2019. Total transferred \$200,000
Wilkening stated that it would be good use of funds otherwise they would expire.
Motion passed (5-0)
3. **M/S McMurrin/Senefelder** to approve for staff to conduct an Independent Fee Evaluation on the Walker Airport Master Plan once a proposal is received from SHE
Motion passed (5-0)
4. **M/S McMurrin/Wilkening** to approve of Walker Planning Commission/Board of Adjustments Meeting Minutes of March 27th, 2017.
Motion passed (5-0)
5. **M/S McMurrin/Wilkening** to approve to send the Planning Commission/Board of Adjustments letter of response addressing the denial of a rezoning request.
Motion passed (5-0)
6. **M/S McMurrin/Senefelder** to approve of the recommendation of the Planning Commission/Board of Adjustments to approve Resolution 15-2017, a resolution calling for a public hearing to receive public comment on the proposed adoption of Ordinance 2017-03, an Ordinance adding Temporary Dwelling Performance Standards.
Roll Call: Ayes: McMurrin, Moore, Senefelder, Shaw, Wilkening Nays: None
Motion passed (5-0)
7. **M/S McMurrin/Wilkening** to approve of the recommendation of the Planning Commission/Board of Adjustments to approve the revised building permit application and the policy in regards to estimating the value of building permits.
Motion passed (5-0)

PARKS /AMBULANCE BOARD/ARTS AND CULTURAL COMMISSION–

Councilmember Moore

1. **M/S Moore/McMurrin** to approve of the Walker Park Advisory Board meeting minutes of March 28th, 2017.
Motion passed (5-0)
2. Moore motioned to approve of the recommendation of the Walker Park Advisory Board of the following Park Use applications:
 - **M/S Moore/Wilkening** to approve of Amy Odgren: Wedding Brunch, Lower City Park; Sunday June 18th, 2017 setup 9am/actual event 10am to 1pm/cleanup complete at 1pm; approximate number of people expected; 150-200 (people coming and going, not necessarily all at once).
Motion passed (5-0)
 - **M/S Moore/Wilkening** to approve of Joel Stokka: Fishing Club Picnic, Lower City Park Area (Lower Pavilion) Sunday May 28th, 2017 and Sunday July 16th,

2017; setup 12pm to 1pm/actual event 2pm to 4pm/cleanup 3:30pm to 4pm; approximate number of people expected; 50.

Motion passed (5-0)

- **M/S Moore/Senenfelder** to approve of Ethnic Fest- Heartland Wheels Car Club: Antique Car & Corvette Show; Lower City Park; Saturday September 9th, 2017; setup 7am to 2pm/actual event 8am to 2pm/cleanup 2pm; approximate number of people expected; 200-300.

Motion passed (5-0)

- **M/S Moore/Senenfelder** to approve of Cornerstone Church of Walker: Crusade of Hope in the Park-Everyone Welcome; Lower City Park Area; Wednesday August 16th & 17th, 2017; setup 12pm to 7pm/actual event 7pm to 9pm/cleanup on the 17th 9pm to 12am or 8am to noon on Friday August 18th, 2017; number of people expected; 200. *Event was reduced to two days and moved to the middle of the week.*

Wilkening stated that he has concerns of setting up a tent in the Park during the high use times shouldn't be allowed. The use of the Park I am not opposed to. Setting up a structure that size during our peak season is a hindrance towards the general use of the park. McMurrin questioned if they could set up where the 'chicken shack' was formally located. Senenfelder points out that that is not what the application is for; it is asking for the lower portion of the park. This is something that the Council needs to address at another meeting. We are seeing more often larger events wanting to use the Park and it is limiting the number of people that can actually use it. The Park is for everybody. Dawn asked for clarification on what the difficulty was. Mayor Shaw stated that the controversy amongst the councilmembers is the setting up of a large structure in the Lower Park during the summer months. It is meant for public access and not so much a commercial venue; not that the church is necessarily a commercial venue. Dawn added that they are located away from the beach and the event is in the evenings; also noting that they moved it to the middle of the week to help avoid the high traffic of the weekends. The Board discusses other tents that have been allowed in the Park. McMurrin asked why they would not be able to hold the event at their church. Dawn stated that there is no room. Chief Tennis brings up the area by the community garden by the School. Dawn stated that the event needed to be in a public place where it is easily seen by people. Shaw discusses the other possible location on the other side of the highway questioned if that would be something that Cornerstone would be willing to look into using that site. Bjorklund stated that instead of inconveniencing them with returning to another meeting she suggested that it move to the Park Board agenda and return to Council without the need of them attending the Park Board meeting.

Motion failed (0-5)

- **M/S Moore/McMurrin** to approve of BAM's request for reconsideration of their Camping in the park application for August 23, 2017, because they have secured parking for the riders vehicles.

McMurrin questioned what the location of their parking is. Senenfelder stated that is private property located on the South side of the highway by the Lucky Moose and also DW Jones property between the Moose and the lake. Senenfelder added

this is a large group and this is going to tax the Park. Irene stated that they were about that size the last time they were here.

Public-You are going to allow 275 tents in the Park, but you won't allow Cornerstone to set up their tent? The Board clarifies that it is an overnight only and they will be gone by 9:00 in the morning. Wilkening added that he stated his concerns about this at the previous meeting.

Motion passed (4-1)

3. **M/S Moore/Senenfelder** to approve of the recommendation of the Walker Park Advisory Board to accept the placement and design of the proposed paver sidewalk and patio.

McMurrin questioned the need for a patio in the upper area when everyone so concerned about conserving green space. Senenfelder explains that this was brought to the Park Board after the play equipment was installed. The Park will be receiving picnic tables and benches from the Rotary and it looked like a nice shaded area where parents could sit and watch their kids and thought this would be a nice addition to the Park. The Board questioned public works director Lange what his thought were. Neil stated that he hasn't seen the plan where the patio or pathway is going, but if it is going by those trees, there is a chance that those trees are going to die. Senenfelder stated that he was joined by Dan Dormanen, Curt Geiger and a member from FOP and that to the best of his knowledge they never expressed any concern.

Wannarka-Wouldn't that help for ADA.

Senenfelder stated that it would help with ADA compliancy

Motion passed (5-0)

4. **M/S Moore/Senenfelder** to approve of the recommendation of the Walker Park Advisory Board to accept the bid of \$8,125 from Sunshine Lawn & Landscape, LLC for the installation of a 25 x 25 patio next to the playground with the gator dust application. This can be installed on May 5. (The board is recommending the higher bid based on the earlier availability to do the work)

Wilkening questioned if it was coming out of the Parks Capital Improvement budget.

Motion passed (5-0)

5. **M/S Moore/Senenfelder** to approve of the recommendation of the Park Advisory Board to purchase of (4) grills plus shipping for an estimated cost of \$952.00
McMurrin questioned where the grills will be going. Moore stated that they will not be going by the playground. Neil will be picking out the most appropriate placement for them.

Motion passed (5-0)

6. **M/S Moore/McMurrin** to approve of the recommendation of the Walker Park Advisory Board to accept the bid from Days Sewer Service for porta Johns for 2017.
Motion passed (5-0)

7. **M/S Moore/McMurrin** to approve of the recommendation of the Art & Culture Commission for the City of Walker to set up an account for donations and handle the administration of these funds.

Wilkening clarified that the Council would be approving all expenditures.

Motion passed (5-0)

8. **M/S Moore/Senenfelder** to approve of the recommendation of the Art & Culture Commission to allow Art in the Garden to hold events in the Rock Garden in conjunction with the three 2017 Crazy Days events.
Motion passed (5-0)
9. **M/S Moore/Wilkening** to approve of Otto Ringle applying for a Minnesota State Arts Board grant on behalf of the City of Walker for the Art & Culture Commission to help fund the 2017 Art in the Garden events. This grant requires an applicant's cash match of 25%. Approving the Administrator to sign on behalf of the City of Walker. Wilkening stated that they don't have a budget for them this year. Bjorklund added that the City is holding 2 checks for the Art & Culture Commission until we had approved to set up a fund for them. With those two checks they have the 25%. It's an in that is not budgeted and it's an out that's not budgeted so it will be a wash.
Motion passed (5-0)

Dawn questioned if there is power available at the alternate public site. Neil stated that there was not power. She states that that would not work for them due to the sound equipment that they needed.

M/S Senenfelder/Moore-to approve of Cornerstone Church of Walker: Crusade of Hope in the Park-Everyone Welcome; Lower City Park Area; Wednesday August 16th & 17th, 2017; setup 12pm to 7pm/actual event 7pm to 9pm/cleanup on the 17th 9pm to 12am or 8am to noon on Friday August 18th, 2017; number of people expected; 200. *Event was reduced to two days and moved to the middle of the week.*

Senenfelder suggested approving this based on the fact that the alternate site did not have any power.

Motion passed (4-1)

PUBLIC WORKS, SAFETY & CEMETERY – Councilmember Wilkening

1. **M/S Wilkening/Moore** to approve of the recommendation of the Public Works Committee to send 3 public works staff to the MRWA Wastewater Operation & Maintenance training in Walker on May 10th, 2017. There is no cost to attend.
Motion passed (5-0)
2. **M/S Wilkening/Moore** to approve of submittal of the Proposed North Side Water System Improvements project to get the City of Walker on the 2018 fiscal year Drinking Water Revolving Fund Project Priority List
Motion passed (5-0)
3. **M/S Wilkening/McMurrin** to approve of the recommendation of the Public Works Committee to participate in Cass County's Chloride Placement Program for dust control at a cost of \$2,903.00.
Motion passed (5-0)
4. **M/S Wilkening/Moore** to approve of the recommendation of the Public Works Committee to accept the quote from Don Knowles Construction for the replacement of the back steps in the amount of \$4,180.00
Moore questioned if more than one quote was received. The Board stated that 3 quotes were received.
Motion passed (5-0)

5. **M/S Wilkening/Senenfelder** to approve of the recommendation of the Public Works Committee to accept the quote from Bobcat of Bemidji for the purchase of a new S550 Bobcat and attachments in the amount of \$32,615.69.
Wilkening points out the equipment replacement list and how it reflects against our current budget.
Motion passed (5-0)
6. **M/S Wilkening/Senenfelder** to approve of the MNDH Grant application and the expenditure of \$2,867.00 in matching funds if the grant application is approved using logging funds.
Motion passed (5-0)
7. **M/S Wilkening/McMurrin** to approve of expending \$2,395.00 to purchase the final banners for the Mainstreet corridor using logging funds.
Motion passed (5-0)
8. **M/S Wilkening/Senenfelder** to approve to enter into a three year Maintenance Service Agreement with Electric Pump for a service rate of 679.00 per year. This doesn't include parts, extra labor or return trips that result from inspection.
Motion passed (5-0)
9. **M/S Wilkening/Moore** to approve not to allow the planting of trees or any other private ROW uses within the City moving forward.
Frizzell asked for clarification on were they would not allow any planting. Wilkening stated that would be any part of the platted right of way. Frizzell questioned if the City had a landscape Ordinance in place. It was noted that the City does not have a landscape Ordinance. Haeefe questioned if it was the root system that they were worried about. Shaw stated that was part of the reason. Senenfelder explains as an example the road that he lives on the plow trucks can't get that close to the edge of the road when plowing because of the trees that were planted too close. The plowed road makes it narrower that it should be and they are losing roughly 3 feet on each side. Frizzell suggested the City have some type of landscape Ordinance and hire a professional to draw up some type of landscape Ordinance. Shaw questioned what Board that would go through. Senenfelder stated that it would be Public Works. Shaw questioned Planning and Zoning. Wilkening agreed that it would be Public Works. Haeefe questioned what would be approved to plant. Shaw clarified that any type of road right of way would not allow for it. He adds that you should not obstruct any road right of ways whatsoever. Senenfelder added that this is not just City rules. State Statute and County have the same rules. Haeefe questioned if it could be rock or mulch there. Bjorklund stated that in some areas the rock has caused issues with the elderly. Haeefe brings up other landmarks that are in the road right of way and notes that the right of way has not been enforced. Chief Tennis stated that when new construction starts it would be enforced. He adds that a lot of people have taken advantage of building within the right of way. Haeefe asks for clarification if she can or cannot put mulch or rock there. The Board clarified that it needs to remain grass. Neil added that they will be redoing that grass area that she is speaking of. Wilkening suggested installing an elevated planter on the other side. Haeefe stated that was her parking lot.
Motion passed (5-0)

10. **M/S Wilkening/McMurrin** to approve to send letters to properties that currently have obstructions in the City's ROW. In accordance with Minnesota Statute §237.162 subd. 3 and Walker Code of Ordinances Article II, Chapter 24 the City of Walker recognizes in order to provide for the health, safety and welfare of its citizens, and to ensure the integrity of its streets and the appropriate use of the rights-of-way, the city strives to keep its rights-of-way in a state of good repair and free from unnecessary encumbrances.

Motion passed (5-0)

OTHER BUSINESS –Mayor Jed Shaw

- City offices and the DMV will be closed on Monday May 29th, 2017 for Memorial Day.
- City wide Spring pick-up of leaves and branches curb side Monday May 22nd and Tuesday May 23rd, 2017
- The Public Works department will be flushing hydrants the week of May 22nd, 2017. Water mains are routinely flushed to clean the distribution system. Rusty water may be evident during the flushing. If discoloration exists, residents should run the cold tap until it becomes clear.

Senenfelder brings up the topic of real estate tax within the City. I would like to thank the staff for keeping their spending in check within the City. I would like to note to the Walker residence if they look at the City line of their current tax statement; they will note that a majority of those residents in the City the City line of the real estate tax is a lower amount unless they had some sort of improvement. The City usually gets beat up by the public for higher taxes. I think that staff and Council are working hard at trying to keep the taxes down. I appreciate what the staff is doing.

McMurrin we need to discuss camping in the Park. If we are going to discontinue allowing for camping in the Park we need to do it immediately. Consider possibly allowing for camping in the alternate location across the road for overnight camping and special events only. Councilmembers added that it is on the agenda next month for discussion. McMurrin stresses that the council needs to reiterate that applications need to be turned in on time. For example; the Chase submitted the last minute street closure. They need to quit putting the City staff in a predicament and not able to complete their everyday tasks because they are spending the last minute time waiting for things. Moore added that people approach her almost threatening her with comments like 'it's not good for the City', 'it's not good for the community'. They have an Ordinance to abide by and if we don't what is the point of having an Ordinance Book.

Senenfelder requested Bjorklund to research other City's Ordinances on road right of ways.

The Board questioned Valen on the possibility of having a work session prior to the Council meeting. Valen stated they would need to keep it open to the public, advertise it and give notice. The Board questioned if they would be required to take public comment.

Valen clarified that it would be up to them to set the rules. Wilkening suggested setting it for the second Thursday of the month.

M/S Senenfelder/Moore to approve to conduct a Council work session, an hour prior to the June 5th Council meeting starting at 5:00 p.m. and ending at 5:45 p.m.

Wilkening requests that Council members submit ideas prior to the work session discussion.

Motion passed (5-0)

ADJOURNMENT-Mayor Jed Shaw

Mayor Shaw adjourned the regularly scheduled Meeting at 7:03 p.m.

Jed Shaw, Mayor

Attest:_____
Terri Bjorklund, Administrator