

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, JUNE 3, 2013**

CALL TO ORDER –Mayor Scott Bruns

- Mayor Scott Bruns called the regular scheduled meeting to order at 6:00 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

Terri Bjorklund, City Administrator

Pamela Smith, City Employee

Dean Morrill, Pilot Independent

John Valen, City Attorney

Mark Hallan

Gary Kennedy

Tony Sauer

Dutch Schulz

James Kennedy

CONSENT AGENDA

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

1. Approve Walker City Council Regular Meeting Minutes of May 6, 2013.
2. Review and file Walker Park Board Meeting Minutes of May 28, 2013.
3. Review and file Walker Cemetery Board Meeting Minutes of May 28, 2013.
4. Approve Cash Balance Report as of April 30, 2013.
5. Review and file Cass County Economic Development report.
6. Review and file Walker Police Department Monthly Report.
7. Review and file Draft of Walker Planning Commissions/Board of Adjustments Meeting Minutes of May 20th, 2013.
8. Approve the invoice for the Community Water Supply Service Connection Fee in the amount of \$3466.00, to be paid in quarterly installments of \$866.00. This is collected from Service connections yearly. Second quarter is due July 30, 2013.
9. Approve payment of invoice #WK2013-1 from Kitchigami Regional Library in the amount of \$7,627.50, for the 1st half Levy payment and the Automation Repair & Replacement reserve requirement for 2013.
10. Review and file Workers Compensation refund audit adjustment.
11. Addition of #4 under Library, Parks and Airport. Consider approval to pay Ron McGriff approximately \$500.00 for travel and time to address the library building committee regarding grant writing.
Motion passed (5-0)

**SCHEDULED CITIZEN PRESENTATIONS –Mayor Bruns
None.**

CITY STAFF COMMENTS – Administrator Terri Bjorklund

We have received grant approval from Cass County for the Storm Water mapping project approved at the May Council meeting. Terri explains the grant allocation for the Storm Water mapping project.

Bjorklund comments that during the hiring process for the Deputy Registrar position, 18 applications were received and out of the 18 applicants 7 were interviewed.

PERSONNEL, BUDGET & ADMINISTRATION – Councilmember Nelson

1. **M/S Nelson/Wilkening** to approve of Claim #48038 to Claim #48079, and Claim #48082 to Claim #48167, and bank drafts in the amount of \$150,749.61.
Motion passed (5-0)
2. **M/S Nelson/Wilkening** to approve of the Walker Clinic Board to move forward with cost estimates on the re-siding of the Walker Health Condominium.
Wilkening-I saw nothing in the packet on this.
Nelson explains that that approval by the council is needed first in order to proceed.
Moore-Why did this not go to Public Works or the Planning and Zoning committee first?
Terri- Kelly is on the board and bylaws state one council representative sits on the board.
Nelson states that the Clinic Board will collaborate with Neil and the City of Walker on this project. The Clinic Board will receive several bids on this project.
Nelson-The bid options will be good, better, best options for the re-siding project.
Motion passed (5-0)
3. **M/S Nelson/Wilkening** to approve of application for a 1 to 4 day temporary liquor license for the Walker Rotary for the fourth of July. Contingent upon submittal of current insurance forms.
Motion passed (5-0)
4. Discussion on available increment of \$17,051.51 from TIF District 2-5.

TIF district 2-5 was decertified December 31, 2012. The balance in the account at decertification was \$17,701.15. This money can be returned to Cass County for redistribution to all taxing jurisdictions.

District 2-5 was established in 1994, where the law allows the use of up to 25% of the increments (less administration expense) outside the boundaries of the TIF District. The 4th Street North Storm Water Discharge Repair Project #SW1 is a qualified expense used to correct a deteriorated storm water system.

Terri explains the TIF increment stating that the City of Walker is entitled to use these funds for the storm water project.

Wilkening-This is an appropriate use of funds.

5. **M/S Nelson/Moore** to approve to use the available increment from TIF District 2-5 for the 4th Street North Storm Water Discharge Repair Project #SW1.
Motion passed (5-0)
6. **M/S Nelson/Wilkening** to approve of Resolution 16-2013, a Resolution declaring that part time Police Officer, Andrew Rollins meets all of the Police and Fire Plan membership requirements.
Roll Call: Ayes: Nelson, Moore, Bruns, McMurrin, Wilkening Nays: None
Motion passed (5-0)
7. **M/S Nelson/Moore** to approve of Resolution 17-2013, a Resolution declaring that part time Police Officer, Jesse LaBlanc meets all of the Police and Fire Plan membership requirements.
Roll Call: Ayes: Nelson, Moore, Bruns, McMurrin, Wilkening Nays: None
Motion passed (5-0)
8. **M/S Nelson/McMurrin** to approve of the Personnel Committees recommendation to hire Charolette Hines as the Deputy Registrar at a pay rate of \$13.00 with an increase of \$1.00 per hour upon the successful completion of the 6 month probationary period.
Nelson-We had a lot of good candidates that applied for this position.
Motion passed (5-0)
9. **M/S Nelson/Wilkening** to approve of the Personnel Committees recommendation to approve Melanee Pendzimas' successful completion of the 6 month probationary period as the Department of Motor Vehicle Clerk with a pay increase of 3%.
Motion passed (5-0)

ECONOMIC DEVELOPMENT & LIQUOR STORE – Councilmember Moore

1. **M/S Moore/Wilkening** to approve of the Walker Planning Commissions/Board of Adjustments Meeting Minutes of April 29th, 2013.
Motion passed (5-0)

LIBRARY, PARKS & AIRPORT – Councilmember McMurrin

1. **M/S McMurrin/Moore** to approve of the Park Board to approve the request of the Walker Rotary Club/Walker Lions/Heartland Soccer Club to use the park for the July 4th celebration 12:00p.m.-11:00p.m.
Motion passed (5-0)
2. **M/S McMurrin/Moore** to approve of the recommendation of the Park Board to for the purchase of a dock budgeted for the swim beach contingent upon an appropriate insurance rate.
Terri explains that this swim dock will need a weight to anchor it and whether or not it is 8ft of water or greater it should have a No Diving sign posted, accounting for the drifting of the dock to shallower waters.
Bruns suggests that we should talk with our insurance carrier.
Terri adds that after talking with a representative from the league of MN Cities, that many Cities in the state now have these swim rafts.

Wilkening-This was option number 2. I'm glad to see you went with the swim raft.

Motion passed (5-0)

3. **M/S McMurrin/Nelson** to approve of the recommendation of the Library Board to appoint Molly MacGregor to the open board seat.

Motion passed (5-0)

4. **M/S McMurrin/Nelson** to approve of the recommendation of the Library Board to hire Ron McGriff at a cost of \$500.00 for grant writing.

The board discusses that they will meet with Ron to discuss writing a Grant for next year's Education Grant, there is not enough time to apply for the grant this year. They are hoping that that money will be available in 2013/2014 legislative session.

McMurrin-This is what all the townships put in money towards; grant writing.

Motion passed (5-0)

PUBLIC WORKS, SAFETY & CEMETERY – Councilmember Wilkening

1. **M/S Wilkening/McMurrin** to approve of the request of the Public Works Committee to accept the quote from T & C Excavating for the replacement of storm water catch basin on Railroad and Lake Street and the Summit Ave and Cole Street in the amount of \$7,225.00.

Motion passed (5-0)

2. **M/S Wilkening/Moore** to approve of the recommendation of the Cemetery Board to approve a 3% wage increase to Al Bakkers' Caretaker contract for 2013.

Motion passed (5-0)

3. **M/S Wilkening/McMurrin** to approve of the recommendation of the Cemetery Board to approve the replacement of the Air Tank at a cost of \$1,452.66 plus tax.

Motion passed (5-0)

4. **M/S Wilkening/McMurrin** to approve of City Staff to research the cost of purchasing brackets for all the downtown area businesses that currently use the sidewalk locations.

Wilkening explains the email received from Steven Frisco (DOT) that the current flag placement location on the sidewalk are a bad location, stating that the posts may impede parked cars from opening their car doors and block the sidewalk use for impaired pedestrians. The City will need to eliminate the flag post holders and look at possibly using brackets on the sides of the building instead.

Motion passed (5-0)

5. **M/S Wilkening/Nelson** to approve of the request from Reeds Family Outdoor Outfitters for the street closure of 6th Street between Minnesota Avenue and First National Bank of Walker Parking Lot access from Friday August 16th at 6:00 p.m. to Sunday August 18th 5:00 p.m. for the Annual Reeds Fall Classic Sale & Expo, pending the letter of approval from First National Bank of Walker.

Wilkening asks whether or not they have employee parking at another location.

Wayne-Mike allows them to park on Saturday and Sunday at the bank.

Wilkening-And there has been no problems with this?

Wayne-No problems.

Motion passed (5-0)

6. **M/S Wilkening/Moore** to approve of the request from Walker American Legion for the street closure of 4th Street to Mid Front Street to the end of Legion property on Saturday July 20th, 2013 from 5:00 a.m-5:00 p.m. for the dedication ceremony of new headstone.

Wilkening worries that because this request falls on Moondance weekend people would have a hard time finding open parking and by closing the street halfway is like closing 4th Street entirely. He asks if this is going to be an annual event or if it is for this year only.

Kennedy-The date was set months ago with discussion with the family.

He stated that this dedication of the headstone at the Cemetery was on behalf of one our namesakes, 250 if not more people will be here for this dedication. It was an afterthought being Moondance weekend.

McMurrin-Why is this in town and not at the Cemetery?

Kennedy explains that the dedication is located at the Cemetery but the luncheon is located at the Legion.

Tony states that this is the only weekend the family could make arrangements to do have this dedication.

Terri adds that this request does not include alcohol. And their current exemption status is 501(c) 19, the City of Walker's exemption in the policy is for 501 (c) 3. The Legion is not exempt from paying the \$100.00 street closure application fee. It is questioned what the \$100.00 is used for.

Terri-The cost for replacement of cones, barricades and staff time to deliver and install.

Motion passed (5-0)

7. **M/S Wilkening/Moore** to approve of the request from Walker American Legion Riders #134 for the street closure of the Parking Lot across from the Legion between 4th Street and 5th Street on Saturday August 24th, 2013 from 5:00 a.m.- 5:00 p.m. for the 3rd annual Leech Lake Area Ride for the Vets, contingent upon proof of insurance.

Moore adds that this is a wonderful event and it is done very well.

Motion passed (5-0)

OTHER BUSINESS –Mayor Bruns

- Discussion on land options regarding Parcel ID 38-001-3401 and Parcel ID 96-337-0816.

The board notes that the location of Parcel ID 38-001-3401 is located by the “Y” and Parcel ID 96-337-0816 is located across from the Library. They discuss the possibility of selling the first Parcel back to the family that donated the property and buying the other Parcel across from the Library to be used to put a new Library and use the old Library property for a retention pond. After some discussion regarding soil, property values, and housing values it is decided that there are too many complicating issues with this and the timing is too short notice in regards to the closing of one of the properties.

- At this time we will close the Council Meeting for Attorney Client privilege, regarding the Kaubisch 6th Street improvements litigation.

- Reopened meeting @6:57
- Discussion on volunteers working within the parameters of the volunteer policy.
 - 7:05 Franz Plattner citizen enters the meeting.
 - The council recapped earlier discussion on parcels 38-001-3401 and Parcel ID 96-337-0816.

ADJOURNMENT –Mayor Bruns

Mayor Bruns adjourned the Regular Scheduled Meeting at 7:20 p.m.

Scott Bruns, Mayor

Attest: _____
Terri Bjorklund, Administrator