

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
Monday May 7, 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: Nelson, Moore, Bruns, McMurrin, Wilkening
- Council members absent:
- Others present during portions of the meeting included:

Terri Bjorklund, Administrator
Meghan Compton, City Employee
Dr. Mary Donahue Stetz

Wayne Tennis, Police Chief
Neil Lange, Public Works Director

Consent Agenda

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

1. Approve Walker City Council Regular Meeting Minutes of April 2, 2012 and April 9, 2012.
2. Approve Cash Balance Report as of March 31, 2012.
3. Review and file Walker Police Department Monthly Report.
4. Review and file draft Walker Planning Commission's/Board of Adjustments meeting minutes of April 30, 2012.
5. Review and file March 2012 monthly zoning report.
6. Approve payment of invoice dated 3/31/12 from Cass County Highway department in the amount of \$2,267.58 for Salt & Sand MnDOT-Walker.
7. Approve payment of invoice #WK2012-1 from Kitchigami Regional Library in the amount of \$6,763.50, for the 1st half Levy payment and the Automation Repair & Replacement reserve requirement for 2012.
8. Approve payment of invoice dated 4/12/12 from Cass County Chief Financial Officer in the amount of \$1,750.00 for Tax Increment Financing District Administration.
9. Review and file of credit memo of \$1,096.00 due from League of Minnesota Cities for Workers Compensation of 2/26/11 to 2/26/12.
10. Review and file calculation letter from League of Minnesota Cities Insurance Trust for the Worker's Compensation 2011 Dividend compensation payout of \$6,190.00.
11. Review and file Cass County Economic Development Corporations Report.
12. Review and file Public Airport License from the State of MN Department of Transportation, expiring April 27, 2015.

13. Review and file letter dated March 14, 2012 from Minnesota Pollution Control Agency on the Hoss Demolition Landfill Permit.
Motion passed (5-0)

Scheduled Citizen Presentations – Mayor Bruns

- Ken Bresley
 - Airport of the Year Award presented by Mayor Bruns
 - FAA Governor’s award for best airport in the state of MN.
 - Arrival/Departure Building
 - Ken is asking for permission to proceed to the next step, to spec the arrival/departure building out. He gave a brief summary and showed his intended plans for the new building. Ken compared it to 11 other airports that have similar populations and we are right in the ballpark. These are very preliminary numbers, \$176-197k – with some discretionary funds available.
 - One other project is a Global positioning system approach which will allow pilots to be able to land when weather is not ideal. There is no federal money in it, it’s all state money. When the bill comes in, the state pays. That is the final project Ken would like to look at after the building is done.

Nelson – What is the timeframe?

Bresley – We are fortunate that there is federal money available now. We could still have it built this summer

Moore - Total demolition of the building?

Bresley - yes

Bresley – what I am asking now is to have the spec-ing of the building done, with the understanding that they don’t get paid until we get the grant.

- Gail Levenson, Cass County EDC
 - 3 year grant project when we started, Walker & Hackensack
 - Owner occupied rehab and one for commercial rehab
 - Owner occupied, \$20k grants, have only had 8 applications so far, 3 are waiting for follow up, 2 are completed – hope to have all done by end of December. Income dependent. Energy efficiency, health & safety, plumbing, electricity. \$57k remaining – transferring money from rental occupancies that no one applied for.
 - Commercial developments - \$25k grants, health & safety, energy efficiency, 13 locations, 10 applications, 1 dropped out, best if she can get applications in before the first of July. \$149k remaining.
 - Must be in city limits, brochures are at City Hall if anyone is interested in applying.

City Staff Comments – Administrator Terri Bjorklund

- No business

Personnel, Budget & Administration – Councilmember Nelson

1. **M/S** Nelson/Moore Consider approval of Claim #46361 to Claim #46366, Claim #46368 to Claim #46384, Claim #46387 to Claim #46493, and bank drafts in the amount of \$328,539.17.
Motion passed: 5-0
2. **M/S** Nelson/Wilkening Consider approval of request from the Accounting Department to transfer \$1,733.10 from the general account to the project account for the following:
 - a. \$400 for the general storm water permit for construction activity
 - b. \$310 for the sanitary extension permit application
 - c. \$150 for Sanitary Sewer Extension Permit Application
 - d. \$294 for the construction bulletin ad
 - e. \$579.10 for Advertisement for Bids ad

Motion passed: 5-0

3. **M/S** Nelson/Wilkening Consider approval of application for a 1 to 4 day temporary liquor license for the Walker Rotary for the fourth of July, and request to waive the \$75.00 temporary liquor license fee. Contingent upon submittal of proper insurance forms.

Nelson – waiver of \$75 fee, purpose of fee is to cover administrative fee for processing applications and we need to reconsider the waiver fee even though it's a non-profit agency. The city still incurs a cost for processing an application.

Wilkening – need to set a new standard then if we are going to move this way

McMurrin – do away with fees or enforce them

Nelson – the citizens need to understand the purpose for the fee, there is a cost incurred to the city for these fees. Maybe we look at the fees. It is a major change but either you have them or you don't. We can't keep waiving because someone comes in and asks for them to be waived.

Moore – do it for everybody or no body.

Nelson – the rotary are selling a product and deriving some income for that. Maybe that is different than a non-profit.

McMurrin - Rotary & Lions argued that they donated a lot of funds to the park

Nelson - Consider it a donation to the city

McMurrin – Approve it this time & then decide who we will waive fees for.

Bjorklund – fee schedule would fall right in to Budget & Finance

Wilkening – make a decision to waive fees, or you don't. In my mind, it's clear cut.

Bruns – I would agree with everything you are saying, but because it has been done like this forever, to put this on right now without any discussion with the organizations or the committee, I would rather it stay at the motion as is presented.

Wilkening – Start in 2013?

Moore – we've already waived fees for other organizations in 2012.

Motion passed: 4-0, Abstain: Moore

4. **M/S** Nelson/Moore Consider approval of Police Chief Tennis's request to send Jesse LeBlanc to a Taser Instructor re-certification in Elk River. Cost is \$175 plus approximately 320 miles round trip and meals.
Nelson – required?
Tennis – yes, every 2 years
Motion passed: 5-0
5. **M/S** Nelson/Moore Consider approval of Resolution 27-2012, a resolution accepting donations made to the City of Walker thru fiscal year 2012.
Roll Call – ayes: Nelson, Moore, McMurrin, Wilkening, Bruns Nays: none
Motion passed: 5-0
6. **M/S** Nelson/McMurrin Consider request for a donation from Cass County Historical Society of \$500. To help pay operating expenses for 2012.
McMurrin – don't you think they should be open on weekends and holidays? What is the \$500 for?
Nelson – don't they open in May?
McMurrin – two years ago, I tried to go on the fourth of July and they weren't open.
Moore – they aren't open on Mondays. They are opened Saturdays during season but are closed on Sundays.
Motion passed: 5-0
7. Review and file letter from Edy Asell.
8. **M/S** Nelson/McMurrin Consider approval to offer Pamela Smith the DMV clerk position at 32 hours per week at a rate of \$9.50 per hour with a 3% increase at the successful completion of probationary period from original starting date.
Motion passed: 5-0
9. **M/S** Nelson/Moore Consider approval to hire Joe Kessler as part-time liquor store clerks at a rate of \$8.00 per hour with a 3% increase in wage at the successful completion of the six month probationary period.
Motion passed: 5-0
10. **M/S** Nelson/Moore Discussion and action, if needed, on Draft of Event/Street Closure Policy and sign quotes.
Wilkening – as I go through this, I see a couple flaws and possible holes. Does this benefit the city as a whole? That is arbitrary. It could be argued that the fourth of July parade doesn't benefit those that don't participate. It could be argued that Ethnic Fest doesn't benefit those that don't participate. Started thinking about do we close off streets as much as we do for non-fourth of July, non-ethnic fest. It would be hard for us to say Ethnic Fest doesn't do good for the city....Does closing the street for Crazy days benefit the city as a whole? I don't think it does. If the merchants were honest with themselves, they would probably say they make more sales when the streets aren't sold. Our town is unique in that we have so many events. If we closed them for every event, we would be closed every weekend.
Nelson – so why is that bad? If you put up a tent, close it down, more than likely they will stroll out and visit more places. Does it benefit the city as a whole? That isn't meant to satisfy everybody. It's majority, more people than not benefit from this. You said it yourself, we have a unique community, what is the downside to closing a street? How do we accommodate businesses as much as possible without being too restrictive?

McMurrin – Don't we have to accommodate every day residents as well? Not just businesses?

Nelson – We can't be too restrictive on how we write these things up. The town depends on the businesses down there. If they aren't successful, there isn't a reason for people to live here. It reduces your tax base.

Ayes: Nelson, Moore, Bruns Naye: Wilkening, McMurrin

Motion passed: 3-2

11. **M/S** Nelson/Moore Consider approval of Gary Kennedy's request for Parking Lot Closure on Saturday, Aug 25th for Walker American Legion Rider's Chapter 134.

Motion passed: 4-0 Abstain: Wilkening

12. **M/S** Nelson/Moore Consider approval of Rich Hanson's request for Street Closure on June 27th July 25th and August 22nd for vendor fair/demonstrations to coincide with Girl's Night out.

Jennifer provided letter that Girls Night out supports the event.

Motion passed: 4-0 Abstain: Wilkening

13. **M/S** Nelson/McMurrin Consider approval of Muskies Inc.'s request for an obstruction permit on September 6, 2012 for a boat on display.

Bruns – that first spot is a handicapped spot, so it would need to move down a spot.

Moore – I don't understand why they want to display a boat?

Bresley – it's the big prize for the Muskie tournament. It's big money.

Neil – it will probably be larger than one spot, it would need to take up three spots.

Nelson – I requested they park it horizontally

Wilkening – I'd prefer to see it horizontally

Motion passed: 0-5

M/S Nelson/Moore Consider approval of Muskie's Inc. request, if boat is parked horizontally and not in the handicapped parking spot.

Motion passed: 4-0 Abstain: Wilkening

14. **M/S** Nelson/Wilkening Consider recommendation of the Budget and Finance committee to cash flow the improvement of Sixth Street from Minnesota Avenue (Trunk Highway 371) to a point approximately 400 feet south of Michigan Avenue.

Wilkening – to save costs

Motion passed: 5-0

Economic Development & Liquor Store – Councilmember Moore

1. **M/S** Moore/McMurrin Consider approval of Walker Planning Commission/Board of Adjustments Meeting Minutes of March 26, 2012.

Motion passed: 5-0

2. **M/S** Moore/Wilkening Consider approval of Ordinance No. 2012-06, an Ordinance regulating wireless telecommunication antennas and towers.

Roll call Ayes: Nelson, Moore, McMurrin, Wilkening, Bruns Naves: None

Motion passed: 5-0

3. **M/S Nelson/Wilkening** Consider approval of resolution 28-2012, a Resolution approving summary language for publication of Ordinance No. 2012-06.
Wilkening – keeps costs for printing down for publication
Roll call Ayes: Nelson, Moore, McMurrin, Wilkening, Bruns Nays: None
Motion passed: 5-0
4. **M/S Nelson/Wilkening** Consider recommendation of the Planning and Zoning Board’s recommendation to table LU-2012-04 initial zoning of the Ah-Gwah-Ching annexation.
Motion passed: 5-0

Library, Parks & Airport – Councilmember McMurrin

1. **M/S McMurrin/Moore** Review and file Walker Park Board meeting minutes of April 24, 2012.
Motion passed: 5-0
2. **M/S McMurrin/Moore** Recommend approval for the City to work with the Rotary and Lion’s club in developing a concept for a ramp to the Walker Bay Blvd beach area and bring final design back to the City Council for approval.
Motion passed: 5-0
3. **M/S McMurrin/Moore** Recommend approval to have the police department get out of squad and walk the parks at different times throughout their shift in order to help deter vandalism.
Nelson – do more research on security cameras
Summary given by Officer Jesse Leblanc
Motion passed: 4-1 Nays: Nelson
4. **M/S McMurrin/Wilkening** Discussion and action, if needed, on Airport Arrival Departure building and approving Ken moving ahead to come up with specs that the council could then approve to a point where we are ready for a bid.
Motion passed: 5-0
5. **M/S McMurrin/Moore** Consider approval of the Terms and Conditions from the Federal Aviation Administration to be signed and returned no later than June 1, 2012.
Bjorklund – this sets the terms and conditions for the grant. It is standard, we do this all the time.
Wilkening – this is the document to access those federal grant dollars?
Bresley/Bjorklund - yes
Motion passed: 5-0

Public Works and Safety & Cemetery – Councilmember Wilkening

1. **M/S Wilkening/McMurrin** Consider approval of Neil Lange, Public Works Director’s request to have Turf Tech for services at the cemetery, library, city hall, museum and the city park at a cost of approximately \$6,230.14.
Motion passed: 5-0
2. **M/S Wilkening/Moore** Consider approval to go out for RFP’s for Well Head Protection Amendment.
Motion passed: 5-0

3. **M/S** Wilkening/Nelson Discussion and action, if necessary, to approve on the 20 year CIP Street and Utility plan as presented.
 Wilkening - Exhibit A is a prioritized list that Gary & Terri came up with and what he has seen out there with street review. This isn't exact order of what you would see. 1-5 are pretty set in stone. ...will review later to determine what action is necessary.
 Motion passed: 5-0
4. Review and file Draft Walker Cemetery Board Minutes of May 1, 2012.
5. **M/S** Wilkening/McMurrin Recommend the council renew Alfred Bakker's contract with a 1.5% increase to the salary, all other items to remain the same.
 Motion passed: 5-0
6. **M/S** Wilkening/McMurrin Recommend to the council to allow the Leech Lake Rider's to move forward with the project to cast Veteran's bronze stars at ground level next to their head stones for display of American flags for Memorial weekend. This will prevent future theft of bronze stars, the cost of this project will be done by the Leech Lake Rider's.
 Motion passed: 5-0
7. The cemetery board has an opening for one Walker resident on the board. Anyone interested can fill out an application at Walker City Hall.

Other Business – Mayor Bruns

- Update on meeting notes of the Cass County on the Ah-Gwah-Ching propane tank and the feasibility of natural gas extension to Walker area.
 - Bruns – Terri & I met with two commissioners and Bob Yochum. The county has 3 18k gallon tanks down at Ah-Gwah-Ching. The school would like one, put one at the garage, and the county wants one. There is one other interested party. They have done some preliminary research and it sounds way too expensive to run natural gas. We're far enough away from the two heads. They are estimating \$5 million to run it straight through, not going to any homes.
 - Moore – what is the safety on this?
 - Bruns – I've met with two propane suppliers and the problems that he's seen on 30 years with the fire department have been fixed, for the most part. Those tanks out there do not currently meet the standards. There is going to need some maintenance on the tanks. The cost of putting them in the ground is fairly high. I am fairly well convinced that the safety part of it is not going to be a problem. What kind of requirements do we want to have around it? They all have to have a chain link fence around it. The payback for both the school and the county are less than three years. It's more like two years once they get this all done.
 - Nelson – you'll count 30 tanks if you drive through town, next to churches, businesses, next to homes. This is nothing different than what is already out there. We have to be good neighbors for our governing agencies.
 - School – we anticipate \$50k a year (in savings)
 - Wilkening – the school wouldn't really be visually impacted, the only real issue is screening and the safety aspects.

- Discussion on MN Department of Transportation Collaborative Planning Meeting
 - Bemidji, May 23rd from 1-4pm – Bruns will go is anyone else interested?
Terri is also going to try and attend
- Discussion on request from the Leech Lake Chamber of Commerce regarding a new event during Ethnic Fest.
 - Chamber is looking at down by the city dock, an event during ethnic fest. Small breweries in the area, they would fence it off so no one under 21 is there. Anything we can do to bring more people to town.
 - Moore – great time to do a trial basis to allow this and this could become an event in itself eventually.
 - McMurrin – why down at the city docks?
 - Bruns – fencing, to keep kids out of there
 - Wilkening – visibility isn't that great, that is the only downside
 - Bruns – with everything going on Ethnic Fest, that is a very family orientated festival
 - Neil – suggests they close that street off at the top of Cleveland then, that's the safest thing
- Discussion on Council Meeting time in an effort to have more citizen participation.
 - McMurrin, can we move our time to 6pm? Proposing we start next month
 - Bruns – I have no problem one way or the other
 - Wilkening – I personally would leave it at 7pm
 - **M/S McMurrin/Nelson** – starting next month we start the council meetings at 6pm rather than 7.
Motion passed: 5-0
- Invited to Leech Lake water shed, 4:00-4:45 small group discussion, 4:45-5:00 report on small group discussions.
- **M/S Nelson/Moore** – Consider approval to purchase proper signage for street closures, indicating the roads are closed. \$2,942.70 was the smallest bid.
Motion passed: 5-0
- Mini-donuts vendor – need a transient license and need to apply at City Hall
Discussion on the vendor's presence in early May and his interest in continuing to sell donuts in the city limits of Walker. Discussion was moved to the Economic Development committee

Adjournment – Mayor Bruns at 8:32 pm

Scott Bruns, Mayor

Attest: _____
Terri Bjorklund, Administrator