

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
Monday June 4, 2012**

Call to Order – Mayor Bruns

- Mayor 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:

Terri Bjorklund, Administrator
Meghan Compton, City Employee
Dr. Mary Donahue Stetz
Margaret Wheeler Blomgren
Jesse LeBlanc, Police Officer

Wayne Tennis, Police Chief
Neil Lange, Public Works Director
John Valen, City Attorney
Gail & Doug Tufte
Tom Saxhaug

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 May 7, 2012 and Special Meeting Minutes of May 22, 2012.
2. Approve Cash Balance Report as of April 30, 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 May 21, 2012.
5. Review and file April 2012 monthly zoning report.
6. Review and file Wellhead Protection Plan Evaluation and WHP Work Plan
7. Approve payment of Partial Payment Estimate from Aspen Construction Company in the amount of \$163,401.19 for the Underground Utility & Street Improvements – Sixth Street.
8. Approve payment of invoices from the League of Minnesota Cities Insurance Trust for:
 1. Invoice 40470, Excess Liability in the amount of \$4,793.00
 2. Invoice 40450, Property, Mobile Property, Liability auto, Crime inside/out/forgery, Bonds, Equipment breakdown in the amount of \$73,473.00
 3. Invoice 40451, Liquor Liability in the amount of \$1,345.00
9. Approve the invoice for the Community Water Supply Service Connection Fee in the amount of \$3,466.00, to be paid in quarterly installments of \$866.00. This is collected from Service connections yearly. Second quarter is due July 30, 2012.
10. Review and file letter from Evergreen Equipment Inc. regarding our purchase of the 7330 Tractor.

11. Review and file letter from Minnesota Department of Transportation District 2 regarding Maintenance of Utility Lines.
12. Review and file letter and draft of the reissued permit from Minnesota Pollution Control Agency.
Motion passed (5-0)

Scheduled Citizen Presentations – Mayor Bruns

- Tom Saxhaug – running for State Senate for the new 5th district, that includes the Walker area. There are six incumbents running. He’ll be running for his fourth term.

City Staff Comments – Administrator Terri Bjorklund

- No business

Personnel, Budget & Administration – Councilmember Nelson

1. **M/S Nelson/Wilkening** Consider approval of Claim #46494 to Claim #46496, Claim #46498 to Claim #46543, Claim #46546 to Claim #46632, and bank drafts in the amount of \$147,415.16.
Motion passed: 5-0
2. **M/S Nelson/Moore** Consider approval of request from the Accounting Department to transfer \$4,655.00 from the general account to the project account (fund 103) for the payment of the Braun Intertec invoice approved at the March 5th council meeting.
Motion passed: 5-0
3. **M/S Nelson/McMurrin** Consider approval of Police Chief Tennis’s request to send Officer Baker to training on Criminal Patrol Tactics from 6/18/12 – 6/20/12 in Grand Rapids. Cost will be wages.
Motion passed: 5-0
4. **M/S Nelson/Wilkening** Consider approval to increase the City’s portion of Delta Dental Insurance coverage for staff by \$0.50 for single and \$1.04 for single + 1 dependent.
Motion passed: 5-0
5. **M/S Nelson/Wilkening** Consider approval of the Application for Pawn Brokers License for Jesse Piprude.
The council discussed Jesse Piprude’s current pawn license and the need for two locations.
Motion passed: 3-2 Nays: Moore, McMurrin
6. Discussion and action, if needed, on letter and estimate from Margaret Wheeler Blomgren.
Neil – Ruth Wheeler died and they wanted to fix the place up so they asked Neil to turn on the water. Neil said when he went to turn on the water, he found a leak. He sent a letter that it needed to be fixed last summer. It could be leaking on the nut right by the curb stop, or it could be somewhere else. Chad gave her a number to replace that line.
Nelson – where does their responsibility start?
Neil – they are responsible from the main in to their house?

Nelson – so it is definitely their responsibility?

Neil – yes

Nelson – she is requesting we assess the expenses, and I don't think that's a good practice to get in to.

Wilkening – if you were to start doing this, you would put a policy in place and charge interest.

Neil – our ordinance says that they need to replace it.

Annie – this bid that Chad gave her, is that worst case scenario?

Neil – yes

Discussion by council that this is not a practice that we want to start, there are banks out there to request these dollars.

M/S Nelson/McMurrin Make a motion to deny the request.

Motion Passed 5-0

7. Discussion and action, if needed, on proposed draft of an ordinance regulating Caterer's in the City of Walker.

Terri – There are very limited law's regarding caterer's licenses, by approving this ordinance you have some say over how/when this happens. I don't know if at this time, the council would like to appoint a committee?

Moore – how would this affect current events?

There was discussion by the council on questions they have regarding caterer's permits.

M/S Moore/McMurrin – Nelson & Wilkening form a committee to discuss this further.

Motion passed 5-0

8. **M/S Nelson/Moore** Consider approval of Resolution 29-2012, a resolution Authorizing Ballot Question for Local Option Sales Tax.

Discussion on what items this sales tax would effect, it would be any items currently taxed, clothes and groceries would not be affected. There was also discussion on what percentage to request for the sales tax.

M/S Nelson/Moore Approval to amend the resolution to be 1.5% sales tax.

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

Motion passed: 5-0

The council had additional discussion with Margaret Wheeler Blomgren and re-capped what was previously discussed by the council.

9. **M/S Nelson/Wilkening** Consider approval to transfer \$500,000 from Ambulance savings and \$250,000 from clinic savings to Streets Capital Project to fund future 20 year Capital Improvement projects.

Moore – that building, we've been having a lot of problems with fixing, do we have enough in savings?

Nelson – we felt comfortable leaving \$83,000 in that account for anything that might come up.

Motion passed – 5-0

10. **M/S Nelson/Wilkening** Consider approval to donate \$500 to the rock garden for maintenance.
Motion passed: 5-0
11. **M/S Nelson/Moore** Consider approval of hiring Ehler's and Associates to complete the 2011 TIF reporting. Money will be paid out of TIF Administration.
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 April 30, 2012.
Motion passed: 5-0
2. **M/S Moore/McMurrin** Discussion and action on the tabled agenda item concerning the zoning of the property known as Ah-Gwah-Ching.
 Wilkening – where are we at?
 Bjorklund – last month we tabled the zoning of the property at the request of Cass County and planning & zoning requested the attorney's opinion on not zoning the property and what would happen if a building permit were requested? His response is enclosed in the packet. Just wondering if the council wants to move on their tabled agenda item from last month or leave it tabled?
 Wilkening – my only question is on the DNR portion of the land that is indeed public and not low density residential...
 Bruns – I'm wondering if we should have more dialog with the county?
 Discussion on the county's involvement and the time frame in which the City should zone the property. There was a concern on the DNR portion of the property that Wilkening would like to see kept public. Gail Tufte spoke on the wildlife area in the DNR portion and expressed concern on keeping that land public so we don't chase the nature away.
M/S Moore McMurrin Authorize Mayor Bruns to talk with Commissioner Dawson and Bob Yochum on the zoning of the Ah-Gwah-Ching property.
 Motion passed: 5-0
3. **M/S Moore/Wilkening** Consider approval of the recommendation of the Planning & Zoning committee to have staff draft an ordinance amendment & application on dirt moving/cubic yard limits. And to revise the process to be similar to Cass County.
Motion passed: 5-0
4. Discussion and action, if needed, on drafting an ordinance for bulk storage tanks considering appropriate zoning districts, lots sizes and possible conditions for approval
 Kelley – we have an opportunity for the school district to save over \$50k a year. Why are we throwing hurdles in there for them to save money on their heating bill. If we don't have something in place now, we don't have something in place? How long is this going to take? ...or is it going to but it back another year and put a few more obstacles?
 Bruns – I'm not sure what you mean by obstacles?
 Nelson – If we create an ordinance, it takes time...

Bruns – Most of these tanks are ruled under the fire code. The one item I mentioned was screening the tank. That might be the only thing on the ordinance. I think you need an ordinance to enforce it.

Nelson – If we are going to have an ordinance, we have to wait another month and get it approved at the next meeting. So we've delayed this process?

Valen – how did we delay it? There isn't an ordinance.

Nelson – Will that hinder them from being able to go ahead with the process? Discussion by council on if an ordinance needs to be put in place, or can it be handled on a case by case basis.

Valen – You still need an ordinance that is objective to everybody.

The council directing Valen to draft a screening policy for bulk storage tanks.

Library, Parks & Airport – Councilmember McMurrin

1. Review and file Walker Park Board meeting minutes of May 22, 2012.
2. **M/S McMurrin/Moore** Recommend approval for the Walker Youth Hockey to use the park for a 10K run/walk in conjunction with the 4th of July activities from 6:00-9:30am
Motion passed: 5-0
3. **M/S McMurrin/Wilkening** Recommend approval of Walker Rotary Club/Lions to use the park for the July 4th celebration 12:00 pm-11:00 pm.
Motion passed: 5-0
4. **M/S McMurrin/Moore** Recommend approval that the Light House be unlocked and open to the public the same hours as the restrooms and open/closed by the same staff.
Neil – are we going to make sure it gets emptied out?
Tennis – is there a reason they want it open?
McMurrin – it's there, people want to see it, we accepted it, so lets utilize it.
Neil – there were a lot of people there last weekend trying to get in there
Motion passed: 5-0
5. **M/S McMurrin/Moore** Consider approval of the Architect/Engineer Agreement between City of Walker and Short Elliott Hendrickson Inc. for Professional Services on the Arrival/Departing Building Plans and Specifications.
Wilkening – I think we need some sort of commitment, else know that the city will be spending \$17,000.
Motion passed: 4-1, Naye: Wilkening
6. **M/S McMurrin/Wilkening** Approve transfer of Entitlements back to the City of Eveleth and the City of Virginia in the amount of \$23,088.
Motion passed: 5-0

Public Works and Safety & Cemetery – Councilmember Wilkening

1. **M/S Wilkening/Moore** Consider approval of Neil Lange, Public Works Director's request to approve Anderson Brother's quote to patch areas in roads thru-out town. Total comes to \$59,795.00.
Motion passed: 5-0

2. **M/S Wilkening/McMurrin** Consider approval that upon receipt of 2012 LGA payments, those funds are to be transferred to the Streets Capital Project to pay for the patch areas in the amount of \$59,795.00.

Motion passed: 5-0

Other Business – Mayor Bruns

- Discussion on forming a committee to explore a stand-alone Fire Department.
- Bruns – Annie & I have been meeting with the townships, this last meeting we had the Leech Lake Township attorney was there. I have explored with the fireman as to what they would like to see done. There really wasn't a consensus there. A few would like to stay the way it is. So at the last township meeting, we said let's put this in the hands of the elected officials so all of the townships will bring this to their meetings. They will basically do what the city does for the fire department. The fire dept. budget is set up that each town pays a percent of the real estate value for their town. It is broken up by a chart and they pay a percentage. The townships feel if they put the money in, they want a say in it. We want to set something up that will last a long time and will create the least amount of hassle. Fire dept. personnel change and I feel that that would not be the best method. We don't have the right people in the right places so nothing gets done. I'm not opposed to it, but I want feedback from the council. There are things the city is doing now for the fire dept. that they are not getting paid for.
 - Wilkening – I also think the fire department will better itself because they will go to one board rather than five. They will expand to meet the needs. I am all in favor of this.

M/S Wilkening/McMurrin to form a committee with the townships to create a standalone fire dept.

- Moore will be a part of this committee along with the fire chief

Motion passed 4-0, abstain: Bruns

- Discussion on Grant dollars for education and training on AED's
- Bruns – Dennis from North Memorial Ambulance has gotten a \$5k grant to make people aware. He is proposing to divide that up, \$2500 to the area of Walker and \$2500 to the Park Rapids area. ... He was confident that he could get more of this grant money. There is a website you can go to see, in your community, where the nearest AED is located. Just to let people know or be aware of where they're at. I think it's a good service and it isn't costing us any money.
- MnDOT Quarter Investment Management Strategy
- Bruns – Terri & I both went to a meeting and I thought it was a smart thing. They are giving communities the opportunity to give our input. 2016 they are planning to come through Walker on 371. ... Try to do it all at one time to save money. MnDOT is trying to let everyone know ahead of time. We have 6 catch bases that need to be replaced. They want the city to plan, or try and plan what they are going to do with the highway.
 - Bruns – Terri will have maps at city hall

- Moore – so when we are making our 20 year plan we need to make sure we are ready for their plans
- Discussion on letter from the Minnesota Historical Society requesting an archeological survey to be completed for the proposed sewer line extension to the Industrial Park.
 - Bjorklund - the grant application we have in with Beltrami electric has a comment period, it was recommended we do an archeological survey. I've discussed with EDC whether we could wait to see if we receive the grant and then do the survey, but they won't accept our application without this. So far, I haven't gotten a hold of anyone who does this, or they haven't returned my call. It is a grant eligible expense. The cost incurred by this can be paid by the grant. I am requesting I can send out letters to the vendors on this list requesting a proposal on this with a time frame. If I send this out, and request they have everything to us by the Public Works meeting and then bring to the July city council meeting.
 - Consider it directed to City Administrator.
- Wellhead protection meeting –
 - Bruns - we had three people that attended the meeting from the state. They had a lot of red marks/questions. He found out that Neil is doing a very good job with wellhead protection. Every red mark they had was erased because of what Neil was doing. Thank you Neil for a job well done.

ADJOURNMENT – Mayor Bruns

Mayor Bruns adjourned the Regular Scheduled Meeting at 7:43 p.m.

Scott Bruns, Mayor

Attest: _____
Terri Bjorklund, Administrator