

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
Monday April 5, 2004 7:00 p.m.**

CALL TO ORDER – Mayor Walhof

- Mayor Walhof called the regular meeting to order at 7:00 p.m.
- Council members present: Finney, Reed, Bruns, Bresley, Walhof
- Council members absent:
- Others present during portions of the meeting included:

Stephen Michel, Administrator/Clerk-Treas.
John Valen, City Attorney
Terry Freeman, Landecker & Assoc.
Dean Morrill, Pilot Independent
Joe Plummer, Patrica Prescott
Rosie Ochs, Self
Steve Bilben, Self
Patrica Prescott, Self

Sylvia Bakker, City Employee
Will Hoyt, Landecker & Assoc.
Gail Levenson, Cass EDC
John Zacher, ShoreQuest, LLC.
Brad Spry, Self
Wayne Tennis, Police Officer
Graydon Johnson, Self
Richard Prescott, Self

CONSENT AGENDA – Mayor Walhof

M/S Bresley, Bruns to approve consent agenda items 1 through 7 as follows:

1. Approve Walker City Council Public Hearing Minutes of March 8, 2004, Rogland Properties.
2. Approve Walker City Council Public Hearing Minutes of March 8, 2004, Next Innovation, LTD.
3. Approve Walker City Council Special Meeting Minutes of Monday March 8, 2004.
4. Approved March 2004 disbursements.
5. Approved Cash Balance report as of March 31st 2004.
6. Reviewed Utility Delinquency report.
7. Delete Number 3, Parks & Recreation.
8. Addition of Number 8, and Number 9 Parks & Recreation.
9. Addition of Number 16, Number 17, and Number 18 Public Works.

Motion passed: 5-0

SCHEDULED CITIZEN PRESENTATIONS

- Bob Winkler requested from the council that a two-hour parking sign be placed on 8th street, along the side of the building he owns.
M/S Bresley, Finney to place two-hour parking signs on 8th street between Highway 34 and the Alley.

Motion passed: 5-0

- Lloyd Peterson, Building Manager, Senior Leech Lakers requested two (2) handicapped parking stalls be added in front of the Whistle Stop, for elderly handicapped citizens to be able to utilize the Senior Citizen activities.
M/S Bresley, Bruns to approve the request to add two-handicapped parking stalls in front of the Whistle Stop.

Motion passed: 5-0

- Steve Michel, City Administrator presented Jerry Nauer, proposal to open a cab company in Walker. The Council would like to go on the record approving the idea, as long as all state laws our met. No local permits are necessary.
- Brad Spry, Graydon Johnson, and Patrica Prescott discussed with the Council the need to look into resolving the issue of buildings infringing on street right-of-way. The Council requested that Brad Spry, and Graydon Johnson have their property surveyed at their own expense, to determine exactly how the buildings sit on the property, and then bring the request back before the Council.

CITY STAFF COMMENTS/CONCERNS – Administrator Steve Michel

- Steve Michel, City Administrator gave the Council an update on the discussions that have been held to date on an Urgent Care Facility. It was determined that a group of representatives from the Council/County/Dakota Clinic/St. Joseph’s Hospital/and Gail Leverson, need to meet, and determine if any grant monies would be available.
- Review proposal from Gail Leverson.

PERSONNEL, BUDGET & ADMINISTRATION–Councilmember Bresley

1. M/S Reed, Finney to approve payment of \$5,257.05 to the State Department of Revenue for use taxes owed.

Motion passed: 5-0

2. Advised the Council that there is a Copy of the State of Minnesota, Office of the State Auditor, Special Study, and Municipal Enterprise Activity report is on file at City Hall for your review.
3. M/S Reed, Bruns to approve City Administrator’s attendance at the City/County Administrators Annual Conference at an approximate cost of \$538.73, plus tax and mileage.

Motion passed: 5-0

4. M/S Bruns, Finney to approve quote in the amount of \$12,404.06 from Lampert’s Cabinets for the purchase of workstations for the City Hall, and DMV Offices.

Motion passed: 5-0

M/S Bruns, Reed to approve quote in the amount of \$3,255.20, plus installation and sales tax for additional items from Modern Business Equipment.

5. M/S Bruns, Reed to approve quote in the amount of \$3,579.59 from Cascade Computers for 3 Hard Drives for the two workstations and Office of the Liquor Store.

Motion passed: 5-0

6. **M/S** Bruns, Finney to approve entering into a lease agreement with Leech Lake Area Chamber of Commerce, for rental space at the Conservation Building in the amount of \$700.00 dollars a month, with language to change to include a 60 day notification for termination of the lease agreement from either party.

Motion passed: 5-0

7. **M/S** Bruns, Finney to authorize the Personnel Committee the authority to change Health Insurance Carriers as warranted, and to eliminate the provision allowing elective official to participate at their own cost from the policy.

Motion passed: 5-0

ECONOMIC DEVELOPMENT – Councilmember Bruns

Council member Bruns turned the first four items of Economic Development over to Council member Finney.

1. Reviewed and filed Walker Planning Commission Public Hearing Minutes of March 29, 2004, request for a Conditional Use Permit for Northeraire Plaza, and a preliminary condominium plat approval.
2. Reviewed and filed Walker Planning Commission Public Hearing Minutes of March 29, 2004, request to zone a recently annexed parcel as Industrial.
3. Reviewed and filed Walker Planning Commission Minutes of March 29, 2004.
4. **M/S** Bresley, Finney to approve Walker Planning Commission recommendation to grant a Conditional Use Permit to Northeraire Plaza, and a Preliminary Condominium Plat approval.

Motion passed: 4-0 Council member Bruns abstained.

5. **M/S** Bresley, Finney to approve Walker Planning Commission recommendation to zone a parcel of land as Industrial.

Motion passed: 5-0

6. **M/S** Bresley, Finney to approve Resolution 13-2004 Amended Business Subsidy Agreement with ShoreQuest, LLC.

Roll Call: Ayes: Finney, Bresley, Reed, Bruns, Walhof Nyes: None

Motion passed: 5-0

7. Council member Bruns updated the Council on a Joint Powers Board to look into the feasibility of establishing a sewer district.

M/S Finney, Bresley to join the Joint Powers Board with the appointment of Bruns to serve on the board, with Bresley as the alternate.

PARKS & RECREATION/CEMETERY – Councilmember Finney

1. Review and file Walker Park Board Minutes of March 23, 2004.
2. **M/S** Bresley, Bruns to approve Walker Park Board's recommendation to allow the launching and parking of vehicles and trailers on the railroad grade for a Bass Tournament to be held July 10, 2004.

Motion passed: 5-0

3. **Request withdrawn**
4. **M/S** Bresley, Bruns to approve Walker Park Board's recommendation to allow the Catamaran Sailboats to be pulled up onto land at property owned by the City near Cochran's Marina, and City Park west of the swimming beach.

Motion passed: 5-0

5. Reviewed and filed Walker Library Board Meeting Minutes of March 16, 2004.
6. M/S Bresley, Bruns to approve Walker Library Board's recommendation to appoint Bev Jorland to serve on the Library Board.

Motion passed: 5-0

7. Reviewed Audit for the Kitchigami Regional Library for calendar year 2003.
8. Review and file Walker Cemetery Board Meeting Minutes of March 15, 2004, and the continuation minutes of March 22, 2004.
9. Discussed signs for the Conservation Building. Haven't received all the information needed to be able to order the signs, so have discussed temporary signs until a decision can be made. Discussion needs to be made about the reader board, which was donated by the Lions. Instructed Council member Finney to meet Wednesday evening at 5:30 with the Lions Club.

PUBLIC WORKS & SAFETY – Councilmember Reed

1. M/S Bresley, Bruns to approve change Order No. # 7 in the amount of \$14,577.00, for the following items:
 - Item 1:** Patch the east side of the existing display case in the southwest corner of Room 116. Add of \$386.00
 - Item 2:** Labor and material to add fire dampers and deduct class B flue per PSM RFI #1. Add of \$2,373.00.
 - Item 3:** Labor and material to change lay in diffuser size and add two additional per WSN request on January 21, 2004. Add of \$1,513.00.
 - Item 4:** Adjust electrical requirements on the Air Cooled Condensing Unit Schedule per RFP # 6, Item 1. Add of \$926.00.
 - Item 5:** Patch the floor on both sides of the fireplace in Room 116 per RFP # 6, Item 2. Add of \$197.00.
 - Item 6:** Patch the floor between Rooms 116 & 117 per RFP # 6, Item 3. Add of \$472.00.
 - Item 7:** Provide a new jamb at second floor stairway door per RFP # 6, Item 4. No Charge.
 - Item 8:** Construct storage closet in Room 114 per RFP # 6, Item 5. Add of \$1,452.00.
 - Item 9:** Remove wood beams and provide new ceiling texture in Room 106 per RFP # 6, Item 7. Add of \$584.00.
 - Item 10:** Provide storage area under Stairway 113 per RFP # 6, Item 8. Add of \$2,348.00
 - Item 11:** Patch the existing wood floor in Room 206 per RFP # 6, Item 11. Add of \$87.00
 - Item 12:** Grout the two existing flue clean-outs per RFP # 6, Item 3. Add of \$73.00
 - Item 13:** Patch the existing wall registers on a time and material with a price not to exceed per RFP # 6, Item 14. Add of \$1,124.00.
 - Item 14:** Provide ¼ " underlayment at new carpet per RFP # 7, Item 3. Add of \$855.00.
 - Item 15:** Fur out column in Room 116 per RFP # 7, Item 6. Add of \$220.00

Item 16: Adjust electrical per RFP # 7, Item 8. Add of \$1,017.00

Item 17: Adjust cashier counter per RFP # 7, Item 7. Add of \$1,398.00.

Item 18: Delete painting the basement floor and leave as is. Deduct of (\$573.00).

Item 19: Provide half glass at door 114B per RFP # 8. Add of \$125.00

Motion passed: 5-0

2. **M/S** Bresley, Bruns to approve payment of Invoice 880B078 in the amount of \$3,650.00 to Widseth/Smith/Nolting for Architectural Services on the Conservation Building.

Motion passed: 5-0

3. **M/S** Bruns, Bresley to approve Widseth/Smith/Nolting recommendation to pay Final Application Payment to Downare, LLC. in the amount of \$8,614.00.

Motion passed: 5-0

4. **M/S** Bresley, Finney to approve Payment Application No. # 3, in the amount of \$99,816.00 to Eagle Construction Co., Inc., for work completed on the Conservation Building.

Motion passed: 5-0

5. **M/S** Bruns, Finney to approve payment of Invoice 0076136 in the amount of \$1,724.00 to Bolton & Menk, Inc. for Professional Services on Lift Station "B".

Motion passed: 5-0

6. **M/S** Bruns, Bresley to approve ordering spare parts for Lift Station "B" from Quality Flow Systems, Inc. in the amount of \$1,249.03, plus tax & freight.

Motion passed: 5-0

7. **M/S** Bresley, Finney to approve payment of Invoice 042017 in the amount of \$1,434.00 to Landecker & Associates for Engineering Services on Walker Industrial Park II.

Motion passed: 5-0

8. **M/S** Bresley, Bruns to approve payment of Invoice 042015 in the amount of \$250.00 to Landecker & Associates for general engineering services on the following items:

Item 1: Attendance at Feb. 23, 2004 public hearing on Industrial Park II.

Item 2: Field review and correspondence for Lot 1, Block 7 Original Plat of Walker (Patrica Prescott).

Motion passed: 5-0

9. **M/S** Finney, Bresley to approve payment of Invoice 4400023516 in the amount of \$1,450.00 for Water Quality Annual Permit Fee.

Motion passed: 5-0

10. **M/S** Bresley, Bruns to approve quote in the amount of \$1,250.00 from American Eagle Security Systems, Inc. to move existing alarm equipment, and the addition of 5 motion detectors, 2 door contacts, and a wireless receiver for the City and DMV Offices.

Motion passed: 5-0

11. **M/S** Bresley, Bruns to approve quote in the amount of \$2,485.00 from American Eagle Security Systems, Inc. to move existing alarm equipment, the addition of a motion detector, keypad for the back door, ceiling and wall camera mounts, 5808 relay board and sonalert buzzers for doors in the off-sale, and three new camera, mounts and power supplies for the Liquor Store.

Motion passed: 5-0

- 12. M/S Bresley, Bruns to approve quote in the amount of \$1,177.89 from Roll EZ Docks for 70 pieces of poly decking to be used on the floor of the beer cave.

Motion passed: 5-0

- 13. M/S Bruns, Bresley to approve quote in the amount of \$1,297.15 from Dakota Refrigeration, Inc. for additional Island Shelves for the Liquor Store.

Motion passed: 5-0

- 14. M/S Bruns, Bresley to approve quote in the amount of \$6,824.00 from Newwood Display for 6 Oak Wine Racks for the Liquor Store.

Motion passed: 5-0

- 15. M/S Bruns, Bresley to approve payment of Invoice in the amount of \$17,661.00 to Polar Refrigeration, Inc. for work on the coolers at the Liquor Store, retaining \$2,000.00 for work and material not completed.

Motion passed: 5-0

- 16. Requested from Will Hoyt, Landecker & Associates an answer to repairs that have had to be done on Lift Station “A”. Landecker & Associates has determined that they don’t feel financially responsible for any of the repairs that have occurred. City Attorney Valen to advise the Council as to if any legal action can be taken, and then advise Council as to which direction to take.

- 17. Discussed Water/Sewer hookup on a piece of property located on 8th street that has it’s own private well and sewer.

M/S Bresley, Finney to entertain waiving the hook-up fees for water/sewer if the property owner, voluntarily hooks up to city water.

Motion passed: 5-0

- 18. Discussed the closure of a portion of 6th street for the Crazy Day Celebrations. Chamber needs to check with other businesses in the area, as to their feelings about the issue. Economic Development Committee to work with Chamber, retail service committee on street closure issues.

OTHER BUSINESS – Mayor Walhof

ADJOURN – Mayor Walhof

Mayor Walhof adjourned the regular scheduled meeting at 9:30 p.m.

Bradley J. Walhof, Mayor

Attest: _____
Stephen J. Michel, Administrator