

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, MARCH 2, 2015**

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

Dean Morrill, Pilot Independent
Jon Valen, City Attorney
Pamela Smith, City Employee
Charolette Hines, City Employee
Wayne Tennis, City Police
City Wannarka, LLACC
Carrie Raddatz, Self
Mackenzie Raddatz, Self

Terri Bjorklund, City Administrator
Neil Lange, City Employee
Terry Freeman, NECI
Jill Oberfell, Self
Kara Oberfell, Self
Paul Raddatz, Self
Brianna Raddatz, Self
Madison King, Self

CONSENT AGENDA

M/S Senenfelder/Nelson to approve the Consent Agenda Items 1 thru 13 as follows, waving the reading.

1. Approve Walker City Council regular meeting minutes of February 2nd, 2015.
2. Review and file draft Walker Planning Commissions/Board of Adjustments Meeting of February 23rd, 2015.
3. Review and file January 2015 Zoning Administrator report.
4. Review and file draft of Walker Park Board Meeting Minutes of February 24th, 2015.
5. Review and file Walker Police Department Monthly Report.
6. Approve Cash Balance Report as of January 31st, 2015.
7. Review and file Cass County Economic Development report.
8. Approve to pay League of MN Cities Insurance Trust for Workers Compensation in the amount of \$15,046.00.
9. Review and file letter from Mississippi Headwaters Board regarding grant to identify stormwater pollution reduction options in cities.
10. Approve payment to the Walker Area Joint Fire Department's for 2015 operating capitol in the amount of \$20,077.20.
11. Review and file letter sent to LUG's regarding Wellhead protection Plan for the City of Walker, Part 2.
12. Approve payment of Legacy grant funds received by the City of Walker for the Shingobee Connection Trail Phase V to Cass County in the amount of \$403,863.84.

13. Received notification that the grant funding was approved for the EDC focus group project.
Motion passed (4-0)

SCHEDULED CITIZEN PRESENTATIONS –Mayor Jed Shaw
(Moved after Personnel, Budget & Administration)

STAFF COMMENTS – Administrator Terri Bjorklund

Bjorklund refers to the proposed revised Leech Lake Map for the Cass Co Map. She asks the board to consider making a motion on the Map as presented so they will be able to start working through the rest of the winter so it will be ready by the spring. She notes the changes made on the map.

She refers to the frozen water lines that happened over the weekend (Bank Forward, Patricia Hoehn and a Hydrant on 8th) and to remind people to get the word out to start running water if they leave on the weekend. As the weather gets warmer it will drive the frost deeper.

PERSONNEL, BUDGET & ADMINISTRATION – Councilmember Senenfelder

1. **M/S** Senenfelder/Nelson to approve of Claim #50709 to Claim #50827 including Voided Check Numbers 50737, 50738 and 50753 and bank drafts in the amount of \$168,513.51.
Motion passed (4-0)
2. **M/S** Senenfelder/Nelson to approve to accept the 3.2 On-sale and Wine Liquor License from Gary and Theresa Bilben, DBA Village Square Pizza and Ice cream formally Village Square Properties, DBA Village Square Pizza.
Motion passed (4-0)
3. **M/S** Senenfelder/McMurrin to approve to send up to 4 staff members to the LMC 2015 Safety and Loss Control workshops April 23rd, 2015 in Cohasset MN at a cost of \$20.00 each plus mileage.
Motion passed (4-0)
4. **M/S** Senenfelder/McMurrin to approve of Carol Longfellow's successful completion of the 6 month probationary period as the motor vehicle clerk with the \$.50¢ per hour wage increase, effective March 16, 2015.
Motion passed (4-0)
5. **M/S** Senenfelder/Nelson to approve to renew contract number 2011-0057 with Tyler Technologies for a four year term commencing on June 1, 2015 and Expiring on May 31, 2019 at an annual rate of \$8,784.00.
Shaw questioned the Tyler Technology contract.
Bjorklund explained that this is the accounting software company that the City uses.
Motion passed (4-0)
6. **M/S** Senenfelder/McMurrin to approve of Resolution 11-2015, a Resolution Accepting Donations Made to the City of Walker Thru Fiscal Year 2015.
Roll Call: Ayes: Nelson, Senenfelder, Shaw, McMurrin Nays: None
Wilkening: Absent
Motion passed (4-0)

SCHEDULED CITIZEN PRESENTATIONS –Mayor Jed Shaw

- The City Council wishes to recognize the poster contest winners from the MRWA 4th Grade poster contest.
 - 1st Place, Mackenzie Raddatz
 - 2nd Place, Karalyn Oberfell
 - 3rd Place, Madison King

ECONOMIC DEVELOPMENT & LIQUOR STORE – Councilmember Nelson

1. **M/S Nelson/Senenfelder** to approve of Walker Planning Commission/Board of Adjustments Meeting Minutes of January 26th, 2015.
Motion passed (4-0)
2. **M/S Nelson/Senenfelder** to approve of the recommendation of Walker Planning Commission/Board of Adjustments to approve LU-2015-02 Lot Split/Metes & Bounds; Land and Lease Development with the findings of fact listed and proposed condition.

Findings of Fact:

- The property is zoned General Commercial and is suitable in its natural state for commercial uses as permitted in the General Commercial zone.
- Both Tracts East and West have more than 15,000 square feet of buildable area.
- Both Tracts contain no structures therefore meeting the setback and impervious surface coverage requirements with the reconfigured lot lines should not be an issue.
- The Tracts both currently do not have water and sewer connections.
- The proposed lot layouts are compatible with the existing layout of adjoining properties and the proposed lot lines are parallel and perpendicular to existing lot lines. Future development will not be constrained by the proposed lot layouts.
- The appropriate surveys and descriptions have been provided and will be reviewed by the City Surveyor/Engineer.

Condition:

- Submittal of satisfactory water and sewer connection plan.

Motion passed (4-0)

LIBRARY, PARKS & AIRPORT – Councilmember McMurrin

1. **M/S McMurrin/Shaw** to approve of Park Board Minutes of January 27th, 2015.
Motion passed (4-0)
2. **M/S McMurrin/Shaw** to approve of the recommendation of the Park Board to approve hiring NEI to update the current Park Survey adding to the survey the property to the east and the south (old mini golf) for future grants and project planning at a cost of \$1,600.00 and an additional \$500.00 to topo the southern area.
Senenfelder questioned how much property was at that location.
Freeman-About an acre.
Freeman adds that doing this will help with future planning.
Motion passed (4-0)
3. **M/S McMurrin/Nelson** to approve of transfer of entitlements in the amount of \$150,000.00 to Rush City, MN.
Motion passed (4-0)

4. **M/S McMurrin/Senenfelder** to approve of entitlement loan repayment schedule with Rush City, MN.
Motion passed (4-0)
5. **M/S McMurrin/Shaw** to approve to enter into an Architect/Engineer agreement and schedule for the 2015 Crack and Joint Seal project in the estimated amount of \$8,800.00.
Bjorklund explained this is for finishing up the crack seal project that was started last year.
Motion passed (4-0)
6. Note that the next Park Board Meeting will be held on Wednesday March 25th, 2015 at 4:00 p.m.

PUBLIC WORKS, SAFETY & CEMETERY – Mayor Shaw

1. **M/S Shaw/McMurrin** to approve of Resolution 12-2015, a Resolution Calling for a Public Hearing to Receive Public Comment on the Proposed Adoption of Part 2 of the City of Walker Wellhead Protection Plan.
Roll Call: Ayes: Nelson, Senenfelder, Shaw, McMurrin Nays: None
Wilkening: Absent
Motion passed (4-0)
2. **M/S Shaw/Senenfelder** to approve to enter into agreement with Turf Technology for the following 2015 services 2 applications of herbicide and fertilization for Park, Library, Cemetery and City Hall; Cemetery-herbicide only at a cost of \$4,878.00, Cemetery irrigation system start-up and shut-down at a cost of \$1,100.00 plus any parts that need replacement and spraying of irrigation ponds in the amount \$3,400.00.
Motion passed (4-0)
3. **M/S Shaw/Nelson** to approve of the recommendation of Public Works to approve the quote from Crysteel Truck Equipment for the replacement of dump box on Unit 500 in the amount of \$7,300.72.
Senenfelder questioned when this would be done.
Lange stated that still needs to be scheduled; he added that it will possibly have to be driven down.
Motion passed (4-0)

OTHER BUSINESS –Mayor Jed Shaw

M/S Nelson/Senenfelder accept the proposal from the sign committee as presented for the replacement of the Leech Lake Map sign.

ADJOURNMENT-Mayor Jed Shaw

Mayor Shaw adjourned the regularly scheduled Meeting at 6:20p.m.

Jed Shaw, Mayor

Attest: _____
Terri Bjorklund, Administrator