

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, MARCH 3, 2014**

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, Wilkening
 - Council members absent: McMurrin
 - Others present during portions of the meeting included:

Wayne Tennis, Police Chief
Neil Lange, Public Works Director
Pamela Smith, City Employee
Judi Moravec, Mathais C. Justin, LTD
Chris Strandlie
Byron Sagen
Katie Sagen
Chris Thorson, Ulteig

Terri Bjorklund, City Administrator
Dean Morrill, Pilot Independent
John Valen, City Attorney
Erica Strandlie
Abi Strandlie
Leslie Sagen
Kris Carlson, Ulteig
Alex Rogen, Skogen Enterprises

CONSENT AGENDA

M/S Moore/Nelson to approve the Consent Agenda Items 1 thru 12 as follows, waving the reading.

1. Approve Walker City Council regular meeting minutes of February 3rd, 2014.
2. Review and file Draft of Walker Park Board Meeting Minutes of February 18th, 2014.
3. Review and file Walker Area Joint Fire Department meeting minutes of January 9th, 2014 and February 13th, 2014.
4. Review and file Cass County Economic Development report.
5. Approve Cash Balance Report as of January 31st, 2014.
6. Review and file Walker Police Department Monthly Report.
7. Review and file Lease Agreement between the City of Walker and the Department of Public Safety.
8. Review and file letter from MPCA regarding the Petroleum Storage Tank Release Investigation and Corrective Action.
9. Review and file letter from Minnesota Office of Administrative Hearings regarding Ordinance No. 2014-01 an Ordinance Annexing Land in Shingobee Township Pursuant to Minnesota Statute § 414.033 Subdivision 5 Permitting Annexation by Ordinance.
10. Approve to pay Cass County Highway Department for Salt Usage for December 2013 & January 2014 in the amount of \$5,436.13.
11. Approve to pay League of MN Cities Insurance Trust for Workers Compensation in the amount of \$17,745.00.

12. Approve to pay Minnesota Pollution Control for Annual Permit Fee in the amount of \$1,450.00.
Motion passed (4-0)

AUDITOR'S PRESENTATION

Judi reviews the 2013 Audit Report that is presented. She notes that segregation of duties although difficult within small cities because of limited staff, should work towards training a second person to perform the same duties.

SCHEDULED CITIZEN PRESENTATIONS

Mayor Bruns and the City Council wish to recognize the poster contest winners from the MRWA 4th Grade poster contest. Each one is presented with a Framed Certificate and a Subway gift card.

1st Place, Abby Strandlie

2nd Place, Katie Sagen

Not present to accept the award: 3rd Place, James Lego

Introduction of Chris Thorson, Ulteig Engineer

Chris Thorson, Ulteig Engineer introduces himself to the Council stating that he will be replacing Jim Shultz.

Alex Rogen states on behalf of Skogen Enterprises he would like to present the City of Walker with a \$1000.00 donation to be used toward the purchase of a Police Department Ballistic Vest.

CITY STAFF COMMENTS – Administrator Terri Bjorklund

None.

PERSONNEL, BUDGET & ADMINISTRATION – Councilmember Nelson

1. **M/S Nelson/Moore** to approve of Claim #49223 to Claim #49241 and Claim #49244 to Claim #49325 and bank drafts in the amount of \$176,548.92.
Motion passed (4-0)
2. **M/S Nelson/Moore** to approve of the request from the Cass County Historical Society for a monetary Donation to help defray the cost of purchasing Microfilm.
Moore seconds for discussion.
Moore-Is this the amount we normally donate?
The Council discusses that this is requested in addition to what the City already donates and this request is not budgeted for this year.
Wilkening states that this can be revisited when the 2015 budget is created in June.
Roll Call: Ayes: None Nays: Bruns, Moore, Nelson, Wilkening
Motion (0-4)
Motion fails.

3. **M/S Nelson/Moore** to approve of a Temporary On-Sale Liquor License application from Walker Community Center for the dates of April 25th and 26th 2014 for the Home and Garden Show.
Motion passed (4-0)
4. **M/S Nelson/Wilkening** to approve to hire Classic Wood Floors North LLC to refinish the Chamber office and corridors of the lower level of City Hall in the amount of \$2,842.00.
Motion passed (4-0)
5. **M/S Nelson/Moore** to approve to purchase office furniture from Lampert's Cabinets, Inc. in the amount of \$5,499.00.
Motion passed (4-0)
6. **M/S Nelson/Wilkening** to approve to accept the letter of resignation from Doreen Nelson.
Motion passed (4-0)
7. **M/S Nelson/Moore** to approve of the recommendation of the Personnel Committee to advertise to fill the DMV position.
Wilkening questions whether or not this is will be open to the general public or if they will revisit the last set of applicants.
Bjorklund states that it the City will be accepting applications from the general public through March 24th, then rank, review and hopefully have a decision by March 28th.
Motion passed (4-0)
8. **M/S Nelson/Moore** to approve to pay Mathias C. Justin, LTD for the preparation of the 2013 Audit in the amount of \$11,000.00.
Motion passed (4-0)
9. **M/S Nelson/Wilkening** to approve of Cass County awarding bid to Reierson Construction for the Phase V Tunnel Shingobee Connection Trail and widening near the US Forest Service's campus.
Motion passed (4-0)
10. **M/S Nelson/Moore** to approve for Terri Bjorklund to attend the LMC 2014 Safety and Loss Control workshops March 25th at a cost of \$20.00.
Motion passed (4-0)

ECONOMIC DEVELOPMENT & LIQUOR STORE – Councilmember Moore

1. No Planning Commission meeting held Monday February 24th, 2014: Quorum of the board unavailable.

LIBRARY, PARKS & AIRPORT – Mayor Bruns

1. **M/S McMurrin/Moore** to approve of the Park Board Minutes of January 28th, 2014.
Motion passed (4-0)

PUBLIC WORKS, SAFETY & CEMETERY – Councilmember Wilkening

1. Discussion regarding the letter from the MNDOT regarding an upcoming construction paving project on TH 371; projected for the summer of 2015. Wilkening discusses the contents of the letter stating that what they are proposing to do is possibly constructing two bypass lanes or a center lane by the Sautbine Road area.
2. **M/S** Wilkening/Nelson to approve to replace the transmission and transfer case of Public Works vehicle #509 in the amount of \$3,953.64.
Motion passed (4-0)
3. Discussion on effects of cold weather on water/sewer services. Wilkening reviews with the Council the list of accounts running tap water as to prevent frozen pipes. Mayor Bruns states that most other Cities within the State are experiencing an unprecedented amount of frozen water lines and feels that the course of action that the City of Walker is taken is appropriate to how other Cities are handling this.

OTHER BUSINESS –Mayor Bruns

ADJOURNMENT –Mayor Bruns

Mayor Bruns adjourned the Regular Scheduled Meeting at 6:43 p.m.

Scott Bruns, Mayor

Attest: _____
Terri Bjorklund, Administrator