

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
Monday April 4, 2011**

CALL TO ORDER – Mayor Johnson

- Mayor Johnson called the regular scheduled meeting to order at 7:00.
- Council members present: McMurrin, Fjelstul, Wilkening, Johnson, Moore
- Council members absent:
- Others present during portions of the meeting included:

Terri Bjorklund, Administrator
John Valen, City Attorney
Joanne Mitchell, City Employee
Dean Morrill, Pilot Independent
Shirley Mallory
Travis Baker, Police Officer
Ineke Leer
Mar Kuha
Erin Andrus
Mary Andrus
Andrew Smith
Ruth Smith
Phil Smith
Andy Bray

Neil Lange, Public Works Director
Sylvia Bakker, City Employee
Judi Moravec, City Auditor
Robert Mallory
Kelly Felton
Wayne Striebel
Chip Leer
Tom Hill
Jeff Holly
Edy Asell, Zoning Administrator
Carlie Bray
Holly Bray
Brenda Bray

CONSENT AGENDA – Mayor Johnson

M/S Fjelstul, McMurrin to approve the Consent Agenda Items 1 thru 17 as follows, waving the reading:

1. Approve Walker City Council Regular Meeting Minutes of March 7, 2011.
2. Approve Cash Balances as of February 28, 2011.
3. Review and file Walker Police Department's Monthly Report.
4. Approve Claim #44520 to Claim #44565, and Claim #44565 to Claim #44612, and Claim #44615 to Claim #44635 in the amount of \$140,388.33.
5. Review and file letter dated March 22, 2011 to Mr. David Mack, on the Petroleum Tank Release Site File Closure.
6. Review and file letter dated March 24, 2011 from Shingobee Township, pertaining to representative on the Cemetery Board.
7. Review and file letter dated March 7, 2011, from Al Franken, United States Senator, to Mr. John Fernandez, Assistant Secretary for Economic Development.
8. Review and file Cass County Economic Development Corporations April 2011 Newsletter.

9. Review and file Walking Planning Commissions/Board of Adjustments Meeting Minutes of March 28, 2011.
10. Review and file Cass County Sheriff's Departments 2010 Activity Listing.
11. Review and file SHIP News Release.
12. Approve payment of Invoice #14847, in the amount of \$736.37 to Henry's Waterworks, Inc. for emergency repairs to 4th Street.
13. Approve payment of Invoice #0001 from Action Title, Inc. in the amount of \$1,199.50.
14. Approve payment of Invoice #20555, in the amount of \$10,355.00 to Ulteig Engineering for Engineering Services for the Water/Sewer Extension to the Industrial Park.
15. Approve quote from Turf Tech in the amount of \$4,010.14 for two applications of Herbicide & Fertilization to the Walker City Park, City Hall Green Space, Walker Library, and Herbicide only to the Walker Evergreen Cemetery.
16. Approve quote from Turf Tech in the amount of \$1,100.00 for the spring start up, and fall winterization to the irrigation system at the Walker Evergreen Cemetery.
17. Review and file Walker Park Board Meeting Minutes of March 22, 2011.

Motion passed: 5-0

SCHEDULED CITIZEN PRESENTATIONS – Mayor Johnson

- Presentation of Roughrider Award to Andrew Smith and Carly Bray.
- Judi Moravec, 2010 Audit Report.
- Kelly Felton – Social Host Ordinance.
- Jeff Holly, Park Pavilion Extension
- Chip & Ineke Leer – Own 609 Minnesota Ave. Clarification of who owns septic lines in Walker, MN from the City's line into the building. Referred to Public Works Committee for further discussion.

CITY STAFF COMMENTS/CONCERNS – Administrator Terri Bjorklund

- JOBZ Bills sent out.
- EDA Grant Update. Discussion on where to go with it. They are requesting more information that could potentially cost the City approximately another \$25,000.00 dollars, with no guarantee we would receive the grant.
- Airport Project of the year for 2010. Received the Award.
- Clarification of Administrative Duties. Review Administrators job description.

PERSONNEL, BUDGET & ADMINISTRATION – Councilmember Moore

1. M/S Wilkening, McMurrin to accept the 2010 Audit as presented.

Motion passed: 5-0

2. M/S Moore, Fjelstul to approve transferring \$15,656.90 from the General Account to the Projects Account for payment of a Ulteig Invoice on the South Side Utility and Street Improvement.

Motion passed: 5-0

3. **M/S** Moore, Fjelstul to approve the Finance Department's request to update the City's Financial Software at a cost of \$17,600.00, to have it hosted off-site, and an annual fee of \$8,784.00, plus training of an approximate cost of \$4,935.00.

Motion passed: 5-0

4. **M/S** Moore, McMurrin to approve allowing the City Administrator to work with Rural MN CEP to hire two CEP workers. Cities responsibility would be supervision.

Motion passed: 5-0

5. **M/S** Moore, Fjelstul to approve Life Signs Plus to teach the City Employees and Fireman CPR, at an approximate cost of \$1,845.00.

Motion passed: 5-0

6. **M/S** Moore, McMurrin to approve setting a Public Hearing for May

Motion passed: 5-0

7. **M/S** Moore, Wilkening to approve Terri Bjorklund's attendance at the League of MN Cities 2012 Budget Guide in Virginia, MN., at a cost of \$20.00, plus mileage.

Motion passed: 5-0

8. **M/S** Moore, Wilkening to approve proceeding with the closing on the Forestry Property Land Exchange.

Motion passed: 5-0

ECONOMIC DEVELOPMENT/LIQUOR STORE – Councilmember Fjelstul

1. **M/S** Fjelstul, Wilkening to approve Walker Planning Commission/Board of Adjustments Meeting Minutes of February 28, 2011.

Motion passed: 5-0

2. **M/S** Fjelstul, Moore to approve Walker Planning Commissions/Board of Adjustments recommendation to approve LU-2011-01, rezoning request at 617 Michigan Ave. from Transitional Commercial, to General Commercial.

Motion passed: 5-0

3. **M/S** Fjelstul, Moore to approve Ordinance 2011-02, an Ordinance changing a zoning classification to include the findings of fact.

Roll Call: Ayes: Moore, Fjelstul, Wilkening, McMurrin, Johnson Nays: None

Motion passed: 5-0

4. **M/S** Fjelstul, Wilkening to review and file February 2011 Zoning Administrators Report.

Motion passed: 5-0

5. FYI: SEH has nominated the Walker Municipal Airport 2010 Parallel Taxiway Construction Project, as a project of the year for Intermediate Airports. Administrator Bjorklund received confirmation that the City had indeed received this award, and her and Ken Bresley would be going to Grand Rapids on Friday the 15th, to receive the award.

6. **M/S** Fjelstul, McMurrin to review and file letter dated March 24, 2011 from Shingobee Township, pertaining to forming a committee on exploring a consolidation plan.

7. **M/S** Fjelstul, McMurrin to approve request from Steve Kolp, Liquor Store Manager to install an additional 4 cameras, and get a new 16 channel DVR and monitor for the Security System, at a cost of \$4,214.09.

Motion passed: 5-0

8. Electronic and other signage update.

LIBRARY/PARKS – Councilmember McMurrin

1. **M/S** McMurrin, Fjelstul to approve Walker Park Board Meeting Minutes of January 25, 2011.

Motion passed: 5-0

9. **M/S** McMurrin, Wilkening to approve Walker Park Board's recommendation to allow the Leech Lake Area Chamber to use the Walker City Park on July 19th & 20th, 2011 for a Circus.

Motion passed: 5-0

10. **M/S** McMurrin, Fjelstul to approve Walker Park Board's recommendation to allow the Walker Area Community Center to use the Walker City Park on July 29th & 30th 2011, for the Chase the Police Triathlon.

Motion passed: 5-0

11. **M/S** McMurrin, Wilkening to approve Walker Park Board's recommendation to allow the Walker Area Community Education program to use the Walker City Park on Mondays thru Thursdays from June 13th thru July 28th 2011, for the summer recreation program.

Motion passed: 5-0

12. **M/S** McMurrin, Fjelstul to approve the extension to the Park Pavilion, working in conjunction with Jeff Holly and Carl Berg with monetary donations from the Legion Club, the Voight Family, the Lions and Rotary Clubs.

Motion passed: 5-0

13. **M/S** McMurrin, Fjelstul to approve Walker Park Board's recommendation to accept the Fisherman Statue to be placed in Walker City Park and to turn the placement of the other statues back over to the City for discussion on where they should be placed.

Motion passed: 5-0

14. **M/S** McMurrin, Fjelstul to approve Walker Park Board's recommendation to open a one-way exit coming out onto 2nd Street from the Walker City Park, with no left turns to be allowed. Police Chief to make decision on special event closure of the exit.

Motion passed: 5-0

PUBLIC WORKS & SAFETY/ PARKS/CEMETERY– Councilmember Wilkening

1. **M/S** Wilkening, Moore to approve request from Neil Lange, Public Works Director to have Team Lab spray the City's retention ponds at a cost of \$3,975.00.

Motion passed: 5-0

2. **M/S** Wilkening, McMurrin to approve request from Neil Lange, Public Works Director to purchase 6 pallets of all-weather road patch at a cost of \$3,156.00, plus tax.

Motion passed: 5-0

3. Discussion on Leer Request. Moved to Public Works Meeting.
4. EDA Grant Discussion. Public Works to meet with representatives from Shingobee Township. Not to proceed at this time.

OTHER BUSINESS – Mayor Johnson

- Discussed awards being presented by Council member McMurrin. Not City Business, and should be something possibly presented at the School Board Meetings.

M/S McMurrin, Wilkening to cease the presentation of the Rough Rider Awards at Council Meetings.

Motion failed: 2-3

ADJOURNMENT – Mayor Johnson

Mayor Johnson adjourned the Regular Scheduled Meeting at 8: 44 p.m.

John Fjelstul, Acting Mayor

Attest: _____
Terri Bjorklund, Administrator