

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, APRIL 6, 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: Nelson, Senenfelder, Shaw and Wilkening
 - Council members absent: McMurrin
 - Others present during portions of the meeting included:

Dean Morrill, Pilot Independent
Neil Lange, City Employee
Pamela Smith, City Employee
Chris Thorson, Ulteig
Krista Cogsdell, Self

Terri Bjorklund, City Administrator
Ken Bresley, Airport
Wayne Tennis, City Police
City Wannarka, LLACC
Cindy Cogsdell, Self

CONSENT AGENDA

M/S Nelson/Senenfelder to approve the Consent Agenda Items 1 thru 16 as follows, waving the reading.

1. Approve Walker City Council regular Meeting Minutes of March 2nd, 2015.
2. Review and file draft of Walker Park Board Meeting Minutes of March 25th, 2015.
3. Review and file February 2015 Zoning Administrator report.
4. Review and file draft Walker Planning Commissions/Board of Adjustments Meeting Minutes of March 30th, 2015.
5. Review and file draft of Walker Library Board Meeting Minutes of January 28, 2015.
6. Review and file Walker Area Joint Fire Department Meeting Minutes of February 12th, 2015 and Agenda for March 12th, 2015.
7. Review and file Walker Police Department Monthly Report.
8. Approve to send Officer LaBlanc and Knowles to the mandated Precision Driving course in Hibbing, MN on April 6th, 2015 at a cost of \$180.00 for a squad car rental.
9. Approve Cash Balance Report as of February 28th, 2015.
10. Review and file Cass County Economic Development report.
11. Approve to pay Cass County Auditor for 2015 Property Tax on the Ambulance Building in the amount of \$9,632.00.
12. Review and file Thank you letter from Cass County EDC.
13. Review and file DVS Title and Registration Certification for Carol Longfellow.
14. Review and file letter from MDH to Jon Fank stating that he has passed his Water supply system operator, class D exam.
15. Approve \$1.00 an hour raise for Jon Fank effective March 16, 2015 for passing the Water supply system operator, class D exam as agreed to when he was hired.
16. Review and file State of Minnesota Department of Transportation Public Airport License for Walker Municipal Airport.

Motion passed (4-0)

AUDITOR'S PRESENTATION-Mayor Shaw

➤ Judi Moravec Presentation of the 2014 Audit Report

Auditor Moravec submitted a hand-out to the council to use as a guide for her review of the year end independent auditors report for the City of Walker. Auditor Moravec reviews the year end audit report with the public/council.

Nelson questions how the percent of debt service in our City compares to other cities. Moravec-it can only be a certain percentage of your marketable real estate values. Moravec adds that she cannot give a definite answer to that question because it depends on what kind of improvements that they have made in the past and what needs to be done in the future. Every City is different. Moravec states that you can go to the State Auditors website and view statistics.

Administrator Bjorklund expressed gratitude and appreciation towards Auditor Judi Moravec whom has been preparing the City of Walker Audit for the past several years and states that Judi Moravec will be retiring May 1st of this year.

SCHEDULED CITIZEN PRESENTATIONS –Mayor Shaw

➤ Ken Bresley-Airport Update

Bresley presents to the board the need to repair the middle hangers at the Airport. He states that the National Plan of Integrated Airport Systems (NPIAS) would help to fund the grant for this project. The purpose of NPIAS is to assist smaller airports with discretionary funds. The estimated cost is about \$300,000 to \$350,000 per hanger and two hangers are proposed to be replaced. At this time the City gets \$150,000 a year and can be held for up to and not to exceed \$450,000. NPIAS requires a 6 year capital improvement plan when requesting the grant. Bresley reviews all of the improvements that have been made at the Airport with the grant help from NPIAS; extending the runway, adding a taxiway, AWOS, GPS approach, tractor, snow blower and motor. He states that having done smaller project improvements at the Airport sometimes the bigger ones get forgot. Bresley states that he will be requesting the replacement of two hangers at the Airport funded by NPIAS.

PERSONNEL, BUDGET & ADMINISTRATION – Councilmember Senenfelder

1. **M/S Senenfelder/Nelson** to approve of Claim #50828 to Claim #50912 including Voided Check Numbers 50861 and 50862 and bank drafts in the amount of \$556,624.73.
Motion passed (4-0)
2. **M/S Senenfelder/Nelson** to approve to accept the 2014Audit as presented.
Motion passed (4-0)
3. **M/S Senenfelder/Wilkening** to approve to pay Mathais C. Justin, LTD for the preparation of the 2014 audit in the amount of \$11,000.00.
Motion passed (4-0)
4. **M/S Senenfelder/Wilkening** to approve of Resolution 13-2015, a resolution accepting donations made to the City of Walker thru fiscal year 2015.
Roll Call: Ayes: Nelson, Senenfelder, Shaw, Wilkening Nays: None
Absent-McMurrin
Motion passed (4-0)

5. **M/S Senenfelder/Nelson** to approve of the request from WHA Community Education for a donation in the amount of \$5,000.00 to help fund the Summer Recreation Program.
Motion passed (4-0)
6. **M/S Senenfelder/Wilkening** to approve not to waive the statutory Tort limits established by MN Statute 466.04.
Shaw-questions the statutory Tort limits.
Motion passed (4-0)
7. **M/S Senenfelder/Nelson** to approve to enter into a contract with Jodi Jenstad to weed, water and plant the rock garden and surrounding area as needed for the 2015 season at a rate of \$15.00 per hour for approximately 120 hours.
Wilkening questions what fund that this comes out of.
Bjorklund states that it comes out of our Liquor store fund.
Motion passed (4-0)
8. **M/S Senenfelder/Wilkening** to approve of Terri Bjorklund attending the MCFOA Region II meeting and training session on Data Practices May 29, 2015 In Breezy Point the cost is \$20.00 and mileage.
Motion passed (4-0)
9. **M/S Senenfelder/Nelson** to approve of the request from the Police Department to purchase two new laptop computers for the patrol vehicles in the amount of \$1,515.00 each from Now Micro.
Motion passed (4-0)

ECONOMIC DEVELOPMENT & LIQUOR STORE – Councilmember Nelson

1. **M/S Nelson/Senenfelder** to approve of Walker Planning Commission/Board of Adjustments Meeting Minutes of February 23rd, 2015.
Motion passed (4-0)
2. **M/S Nelson/Wilkening** to approve of the recommendation of Walker Planning Commission/Board of Adjustments to hire Municode for the Comprehensive Review and Updating of the current city Code of Ordinances in its entirety at a base cost of \$9,500.00 base price for 450 pages, additional pages \$18.00 per page, \$75.00 for a master copy, and \$550.00 to host link annually (you can pay a flat rate of \$265.00 per year or \$35.00 per ordinance for codification).
Motion passed (4-0)

LIBRARY, PARKS & AIRPORT – Mayor Shaw

1. **M/S Shaw/Senenfelder** to approve of Park Board Minutes of February 24th, 2015.
Motion passed (4-0)
2. Discussion on the Outdoor recreation Grant was submitted on Tuesday March 17, 2015 the actual grant request needed to include ADA compliant walkways from the parking lot to the playground and to the restrooms so the final grant request was for \$55,000. We should hear sometime in June as to who was awarded grants.
3. The Park Board wishes to thank DW Jones (\$1,000.00) and Shingobee Township (\$2,500.00) for the generous donations towards the matching funds for the new playground equipment.

4. **M/S Shaw/Senefelder** to approve to apply for grants for the Airport Crack Seal project for the Airport.
Motion passed (4-0)
5. **M/S Shaw/Wilkening** to approve to award the Airport Crack Seal project to Fahrner Asphalt Sealers, LLC for a bid amount of \$27,500.00 contingent on receiving grant funding for the project. The Cities portion of the project is estimated to be \$1,852.50. The board questions the dollar amount being so much cheaper than other bids. Bjorklund states that Fahrner made a mathematical error in the figure and chose to stand by their bid.
Motion passed (4-0)

PUBLIC WORKS, SAFETY & CEMETERY – Councilmember Wilkening

1. **M/S Wilkening/Senefelder** to approve of the request of Public Works Committee to purchase a new pressure washer/steamer at a cost not to exceed \$2,500.00.
Motion passed (4-0)
2. **M/S Wilkening/Nelson** to approve of the request of the Public Works Committee to purchase Chloride from Cass County Highway Department in the estimated amount of \$3,300.00 for dust control of dirt roads within City of Walker limits.
Motion passed (4-0)
3. **M/S Wilkening/Nelson** to approve of the recommendation of the Public Works Committee to submit a request to PFA to be placed on the 2016 Drinking Water Revolving Fund Intended Use Plan and the Clean Water Revolving Fund for funding of Michigan Avenue and the City's South Side project (#279875) as outlined on Exhibit No.1 Map.
Motion passed (4-0)
4. **M/S Wilkening/Senefelder** to approve of the recommendation of the Public Works Committee to send Neil Lange to Management and Supervisory Leadership Training Program in Eden Prairie, MN April 27-29, 2015 at a cost of \$499.00 plus wages, hotel, meals and mileage.
Motion passed (4-0)
5. **M/S Wilkening/Senefelder** to approve of the recommendation of the Public Works Committee to hire Remer Iron Works, INC. to build, paint and install a pedestrian walking bridge that meets ADA code from Fifth Street to the breakwater at a cost of \$42,000.00 and to hire a crane operator to help with the installation at a cost of approximately \$5,000.00.
Senefelder questioned the current ADA requirements for the slope of the proposed sketch of the walking bridge and questioned whether or not these plans meet the requirements.
The board stresses that the pedestrian bridge must meet ADA requirements and that this bridge is approved only if it is ADA requirements are met.
Motion passed (4-0)
6. **M/S Wilkening/Shaw** to approve of the recommendation of the Public Works Committee to approve the Lawn and Maintenance bid submitted by Turf Technology LLC in the amount of \$14,300.00 for the 2015 spring, summer and fall clean-up and maintenance of the Cemetery as outlined in the Bid Specifications.
Motion passed (4-0)

7. **M/S Wilkening/Shaw** to approve of the recommendation of Public Works Committee to accept the following street closure requests:

- **Leech Lake Riders/Legion** –Parking Lot across from the Legion for the 5th Annual Ride for the Vet’s, Saturday August 22nd, 2015 from 5:00 a.m. to 5:00 p.m.
- **Leech Lake Chamber**
Crazy Day’s-
June 25th, 2015 Minnesota to Alley behind Jenny & Co.
July 23rd, 2015 Minnesota to Alley behind Thrifty White,
August 13th, 2015 Minnesota to Alley behind Jenny & Co. Closed from
Midnight to 6:00 p.m.

Ethnic Fest-

September 12th, 2015

5th Street Minnesota to alley behind Heritage

5th Street Minnesota to Front Street

4th Street Minnesota to alley behind Bensons.

Closing times for these street closures will be negotiated by Police Chief Wayne Tennis for September 11th, 2015 thru September 12th, 2015.

Motion passed (4-0)

OTHER BUSINESS –Mayor Jed Shaw

Shaw refers to the additional hand-out from Cass County Sherriff’s office regarding updating the EOP (Emergency Operations Plan) and resource directory; Clerks, Mayors and City Council members are encouraged to attend the meeting scheduled for Thursday April 30th, 2015 from 1:00 p.m. - 3:00 p.m. at the Cass County Land Department in Backus. It is noted that Terri Bjorklund, Neil Lange and Wayne Tennis have been a part of the EOP up to this point. Administrator Bjorklund and Mayor Shaw will plan on attending this meeting.

1. **M/S Senenfelder/Nelson** to approve the installation of electrical service at the boat docks located on the lakeshore property of Sawmill Cove; a property that is leased from the City of Walker. All costs of installation, maintenance and service will be covered by the residents of Sawmill Cove. Electrical services are not to be used for overnight camping or housing. The electrical service will meet Minnesota standards of Electrical codes, no other poles will be erected to provide service and the service is only to provide electricity to their boats. If Sawmill Cove is to make changes to this agreement they will provide application to the Planning Commission Board stating the changes they are requesting before anything additional is added or amended.

Senenfelder states that approximately six months ago residents approached the board for approval to install electricity at Sawmill cove and nothing has been done. They are all coming back and I think they deserve to have an answer.

Lange states that they have light poles located down there and that may have been their intention.

Motion passed (4-0)

STAFF COMMENTS – Administrator Terri Bjorklund

➤ Wellhead Protection Plan Public Hearing May 4, 2015
Bjorklund reviews what the upcoming public hearing will be for.

Bresley notes that the balance of the money is \$386,000.

Lange states that since controlling the leak on 13th street, they are saving approximately 50,000 gallons a day of water. Lange adds that all of the mains are open and running. Lange-There are three stubs similar to the one on 13th street that was found leaking and if they were done the same way we may have solved the rest of our missing water. Wilkening questioned if that could be something that the city could excavate. Lange stated that if time allows for it this summer it would be worth it to do those the same way.

ADJOURNMENT-Mayor Jed Shaw

Mayor Shaw adjourned the regularly scheduled Meeting at 7:09 p.m.

Jed Shaw, Mayor

Attest:_____
Terri Bjorklund, Administrator