

**WALKER CITY COUNCIL  
REGULAR MEETING MINUTES  
WALKER FIRE HALL MEETING ROOM  
MONDAY, MAY 2<sup>ND</sup>, 2016**

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

Dean Morrill, Pilot Independent  
Wayne Tennis, City Police  
Pamela Smith, City Employee  
Travis Bakker, City Police  
Neil Lange, Public Works  
Jennifer Arnold, FOP  
Franz Plattner, self

Terri Bjorklund, City Administrator  
Chris Thorson, Ulteig  
John Valen, City Attorney  
Shannon Pfeiffer, FOP  
Erica Frizzell, FOP  
Charolette Hines, Zoning Administrator

**CONSENT AGENDA-Mayor Shaw**

**M/S** Senenfelder/Haefele to approve the Consent Agenda Items 1 thru 15 as follows, waving the reading.

1. Approve Walker City Council minutes of April 4<sup>th</sup>, 2016.
2. Approve Walker City Council minutes of April 21<sup>st</sup>, 2016.
3. Review and file draft of Walker Park Advisory Board minutes of April 26<sup>th</sup>, 2016.
4. Note: Friends of Park minutes were not submitted for review.
5. Review and file Walker Area Joint Fire Department minutes of April 14<sup>th</sup>, 2016.
6. Review and file draft Walker Planning Commissions/Board of Adjustments meeting minutes of April 25<sup>th</sup>, 2016.
7. Review and file March Zoning Administrator report.
8. Review and file Walker Police Department Monthly Report.
9. Review and file Public Works Committee minutes of April 22<sup>nd</sup>, 2016.
10. Review and file draft of Library Board meeting minutes of April 27<sup>th</sup>, 2016.
11. Approve Cash Balance Report as of March 31<sup>st</sup>, 2016.
12. Review and file Shingobee Township's annual contribution to the Evergreen Cemetery in the amount of \$6,000, (an increase of \$1,000).
13. Approve to pay the renewal premium in the amount of \$75,349 to League of MN Cities Insurance Trust.
14. Approve to pay Cass County Highway Department for January thru April salt and sand in the amount of \$5,620.
15. Approve to pay Invoice 160115-1 from Veit for emergency cleaning and televising of sewer line area of Cleveland Blvd in the amount of \$4,725.

Motion approved (4-0)

**SCHEDULED CITIZEN PRESENTATIONS –Mayor Shaw**

None.

**CITY STAFF COMMENTS – Administrator Terri Bjorklund**

None.

**PERSONNEL, BUDGET & ADMINISTRATION – Councilmember Wilkening**

1. **M/S** Senenfelder/McMurrin to approve of Claim #52325 to Claim #52425 including Voided Check Numbers 52327 and 52328 and bank drafts in the amount of \$231,776.98.  
Motion passed (4-0)
2. **M/S** Senenfelder/Haeefele to approve of Resolution 16-2016, a resolution accepting donations made to the City of Walker thru fiscal year 2016.  
Roll Call: Ayes: Haeefele, McMurrin, Senenfelder, Shaw, Wilkening Nays: None  
Motion passed (4-0)
3. **M/S** Senenfelder/Wilkening to approve to hire Ehlers and Associates to complete the 2015 TIF annual reports, to be paid from TIF administrative fees.  
Motion passed (4-0)
4. **M/S** Senenfelder/McMurrin to approve to pay Invoice No. 56907 from Ulteig in the amount of \$140,882.19 for professional services through March 31, 2016 for the 2016 Southside Street and Utility Improvements.  
Motion passed (4-0)

**ECONOMIC DEVELOPMENT/LIQUOR STORE & AIRPORT – Mayor Shaw**

1. **M/S** McMurrin/Wilkening to approve of Walker Planning Commission/Board of Adjustments Meeting Minutes of March 28<sup>th</sup>, 2016.  
Motion passed (4-0)
2. **M/S** McMurrin/Senenfelder to approve of the recommendation from Walker Planning Commission/Board of Adjustments to approve LU-2016-03 Interim Use Permit VRBO submitted from (Franz Plattner/Nanci Negaard) with the findings of facts conditions as follows:

**Findings of Facts:**

- 1) There is no changes to the structure therefore prevention of soil erosion or other possible pollution of public waters does not apply.
- 2) There is no change to the visibility of structures and other facilities as viewed from public waters.
- 3) The site is currently serviced with city water and sewer.
- 4) The types, uses, and numbers of watercraft this use will attract are compatible in relation to the suitability of public waters to safely accommodate a limited amount of watercrafts.
- 5) The VRBO is an appropriate Interim use with conditions in the Traditional Residential zoning district.
- 6) The Comprehensive Plan of 2010 supports the continued use of properties currently served by municipal water and sewer as this property is currently.

- 7) The property directly adjacent to the West is a rental, and several other adjacent properties have been rentals in the past, the VRBO with conditions is a compatible use in the existing neighborhood.
- 8) The proposed use, with conditions, is not considered to be injurious to public health, safety, decency, order, comfort, convenience, appearance, or prosperity.

**Conditions:**

- 1) The appropriate lodging license must be obtained from the Minnesota Department of Health in order for the IUP to be valid. An IUP granted by the City is contingent upon the applicant's receipt of an appropriate lodging license. Failure to obtain an appropriate lodging license within 30 days of IUP approval shall render the IUP void.
- 2) The initial term of a vacation rental IUP is two years. The property owner may thereafter apply to renew the IUP for a term of two years. There are no automatic renewals. Each initial and renewal application is subject to an inspection as provided in paragraph 3.
- 3) The property shall be inspected by the City Building Inspector (the "Initial Inspection") to ensure compliance with the applicable building codes and ordinances. In the event that modifications are needed to the property after the initial inspection, additional inspections may be required. The applicant is responsible for all inspection fees. The City Building Inspector shall provide a report to the City regarding the home's compliance within 30 days of the IUP approval or the IUP shall be rendered void.
- 4) Any modifications to the property rendering the property unsuitable for residential use under the Walker City Code or State Building Code may be grounds for revocation of the IUP.
- 5) Due to normal differences in operation, the IUP shall not be transferrable to a new owner, nor transferable to a different property. Any change in ownership of the property shall terminate the IUP and require a new application and process if the use is to continue.
- 6) Each permittee is required to carry general liability insurance on the subject property with minimum coverage of \$1,000,000.00 per occurrence. An umbrella policy may be used in conjunction with liability coverage to reach the \$1,000,000.00 minimum. A certificate of insurance shall be provided to the City upon request of the City.
- 7) Signage would need to comply with the City of Walker Ordinance 154.042.

- 8) Licensee shall keep a report detailing use of the home by recording, at minimum, the name, address, phone number and vehicle license number of all guests using the property. A copy of the report shall be provided to the City and law enforcement upon request.
- 9) 3 warnings of noncompliance with the City of Walker Ordinance Chapter 95: Nuisances will terminate the IUP.
- 10) If a problem arises, the owner or registration agent must respond to the issue within a two hour time frame.
- 11) Notification of house rules shall be posted both on the property and in rental documents stating the following: "This property is located in a residential zoning district. Please be considerate of neighbors. Quiet hours shall be observed between the hours of 10:00 p.m. and 7:00 a.m. Sunday through Thursday, and 11:59 p.m. and 7:00 a.m. Friday evening through Sunday morning."

Wilkening stated that all of the same conditions are here except for parking and the only change from that would be the requirement for a lodging license from the department of Health.

Motion passed (4-0)

3. **M/S McMurrin/Wilkening** to approve of Resolution 17-2016, a resolution calling for a public hearing to receive public comment on the proposed adoption of Ordinance 2016-05 an ordinance to update the fee schedule adding fees for vacation/private home inspection.

Senenfelder mentions that item 'C' number '3' there is a typo in the first sentence stating two year and should be two years.

Roll Call: Ayes: Haefele, McMurrin, Senenfelder, Shaw, Wilkening Nays: None  
Motion passed (4-0)

4. **M/S McMurrin/Senenfelder** to approve of transfer of entitlements in the amount of \$50,000.00 to Tower, MN.

Motion passed (4-0)

**LIBRARY, PARKS– Councilmember Haefele**

1. **M/S Haefele/Senenfelder** to approve of the Walker Park Advisory Board meeting minutes of March 22<sup>nd</sup>, 2016.

Motion passed (4-0)

2. **M/S Haefele/Wilkening** to approve of the Library Board Meeting Minutes of March 23<sup>rd</sup>, 2016.

Motion passed (4-0)

3. **M/S Haefele/Senenfelder** to approve Walker Park Advisory Board recommendation for Beach Rules as drafted; sign to be prepared by Mineer Signs.

McMurrin noted that she would like to see the addition of the rule 'no boats allowed in designated swim area'.

Motion failed (0-4)

**M/S McMurrin/Shaw** to approve Walker Park Advisory Board recommendation for Beach Rules signs with the addition of 'no boats allowed in designated swim area' to be prepared by Mineer Signs.

Motion passed (4-0)

4. **M/S Haefele/McMurrin** to approve of the recommendation of the Walker Park Advisory Board to adopt the Memorial Park Bench Donation policy.

Motion passed (4-0)

5. **M/S Haefele/Senenfelder** to approve of the recommendation of the Walker Park Advisory Board to accept the bid from St.Croix Recreation Company, Inc. for playground equipment and volunteer install in the amount of \$85,198, once all funds have been raised.

Erica Frizzell reviews the playground indicating the different structures for 2-5 year olds and 5-12 year olds. She stated that one of the many reasons that they choice this company was because they had the longest and the strongest warranty providing replacement on moving parts with free shipping also noting that the warranty would start over on the parts being replaced.

Wilkening questions what structures are staying in the park.

Erica clarifies that the big swing and the 'First National Bank' playground (has about 10 years of life left) will be staying. The rest was deemed unsafe from the inspection. Erica states that the volunteer install would be a four day event and would more than likely happen on a Wednesday and go through Saturday.

McMurrin would like to make sure that after the install by volunteers that it is inspected and certified.

Erica confirms they would make sure to do that.

Wilkening questions how the playground went from 50,000 to 100,000 in seven months?

Haefele questioned that the original plan was 100,000.

Senenfelder believes that the price range has always been around this amount.

Wilkening believed the last one was voted down because we were spending too much money.

Senenfelder reminds the board that there is no more monies coming from the City for this one.

Shannon Pfeiffer stated that they have raised \$30,850.

Wilkening question what the bricks cost.

Pfeiffer stated that it was less than 20 percent.

Wilkening clarified that they have raised roughly about \$24,000 in profit.

Lange questioned if they had a design for drainage.

Senenfelder disputed that this would be like anything else when it rains with fiber mulch and fabric, it would allow water to penetrate through it.

Wilkening questioned why this one priced at 96,000 was selected over the 92,000 one.

Senenfelder stated that the final price was 85,198, and the chips run about \$10,570. Haefele added that this playground had more of the items that the kids picked out at the school.

Erica stated that the capacity of the playground was more.

Wilkening questioned if there were other costs involved; concrete, shipping, etc.

Erica stated that all of that was included in the bid.

Wilkening-Do we get into a bid problem because of the price.

Senenfelder stated that it wouldn't because it is fewer than 100,000.

Haefele questioned Terri if they discussed splitting the cost of the mulch with the City attorney, John Valen.

Valen stated that there is support for splitting with different contractors.

Haefele stated that the Friends of the Park can take some of their funds and purchase the mulch and donate that to the City.

Wilkening stated it feels like we took the long way around to get back to where we were before.

Shaw stated that we didn't receive the grant monies the friends of the park stated they believed they could raise the additional funds. They are trying to bring the park project up to what they intended it to be with the grant in place. We loss the grant, that is why they were trying to 'shove' everything into that original bid amount.

Shaw clarified that it is still the same amount of City funds going towards the City Park.

Motion passed (4-0)

6. **M/S** Haefele/Senenfelder to approve of the recommendation of the Walker Park Advisory Board to accept the bid from Minnesota/Wisconsin Playground for fiber mulch in the amount of \$10,570, once all funds have been raised.

Motion passed (4-0)

7. **M/S** Haefele/McMurrin to approve the request of the Library Board to change the Library Board meeting date to the third Wednesday of every month at 5:00 p.m. in the Library Meeting room.

Motion passed (4-0)

8. **M/S** Haefele/McMurrin to approve of the recommendation of the Library Board to appoint Erin Haefele to the Kitchigami Regional Library Board.

Motion passed (4-0)

9. **M/S** Haefele/Senenfelder to approve of the recommendation of the Library Board to adopt the Refreshed Book Policy for Library books removed from circulation.

Motion passed (4-0)

10. **M/S** Haefele/McMurrin to approve of the request of the Library Board to place two-2 hour parking signs on the East side of 4<sup>th</sup> Street in front of the library to allow easier access for library patrons.

Neil stated the two signs that he has are old and dilapidated and suggested ordering new ones.

Haefele question if how that would be done.

Bjorklund stated that if the Library requested them they could be ordered.

Neil thought they would be roughly \$28.00 apiece.

Motion passed (4-0)

Bjorklund questioned the Board if they wanted to motion for an install date for the playground install date.

Haefele stated that it would come up through the committee.

Terri suggested that the funds be donated to the City and the City could order the product and pay for it out of Park Funds. Because of the way the motions were structured the City can order both.

### **PUBLIC WORKS, SAFETY & CEMETERY – Councilmember Wilkening**

1. **M/S Wilkening/Shaw** to approve of the recommendation of the Public Works Committee to allow for an amended street closure request from the Legion's 6<sup>th</sup> annual Ride for the Vet's on Saturday August 20<sup>th</sup>, 2016 from 5am to 5pm; provided they block off parking from the corner of the Zona Rosa building through 4<sup>th</sup> street on the south side of Front.

The Board discusses the shortage of parking that will be available through the road construction that will be happening in town. They discussed several different ways of allowing them to block certain sections of the street. They decided that blocking fewer parking spots would be the best decision.

Motion passed (4-0)

2. **M/S Wilkening/McMurrin** to approve the recommendation of the Public Works Committee to accept the quote for repairs on Unit 500, (2003 F350 small dump) from Maximum Motors in the amount of \$2,239.19.

Motion passed (4-0)

3. **M/S Wilkening/McMurrin** to approve the recommendation of the Public Works Committee to accept the quote from LLB Concrete in the amount of \$6,450, for the replacement of aprons at the City garage and the water plant. (budgeted \$8,700)

Motion passed (4-0)

4. **M/S Wilkening/Senenfelder** to approve to move forward with the North Country Trail Kiosk project allowing pouring concrete for the kiosk area and also enlarging the area by Zonas for more room for bike racks.

Bjorklund stated that North County Trail has received a grant and they have someone willing to build the kiosk for them. Last year the City discussed paying for the concrete for the kiosk area and also to enlarge the concrete area kitty-corner to Zonas for more room for bike racks. When we are pouring concrete for curb and gutter for the 5<sup>th</sup> Street North project, it should be a reasonable rate. And then North Country Trail can install their kiosk after that.

Motion passed (4-0)

5. **M/S Wilkening/McMurrin** to explore the possibility of installing a public restroom facility at the corner of Front Street and 5<sup>th</sup> Street.

Motion passed (4-0)

**OTHER BUSINESS –Mayor Jed Shaw**

- City offices and the DMV will be closed on Monday May 30<sup>th</sup>, 2016 for Memorial Day.
- City wide Spring pick-up of leaves and branches curb side May 23<sup>rd</sup> and 24<sup>th</sup>
- Paul Bunyan expressway Bemidji Pioneer article
- Region Five Transportation Advisory Council vacant seat

**ADJOURNMENT-Mayor Jed Shaw**

Mayor Shaw adjourned the regularly scheduled Meeting at 7:02 p.m.

\_\_\_\_\_  
Jed Shaw, Mayor

Attest: \_\_\_\_\_  
Terri Bjorklund, Administrator