

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, MAY 5, 2014**

CALL TO ORDER –Mayor Scott Bruns

- Mayor Scott Bruns called the regular scheduled meeting to order at 6:02 p.m.
- Pledge of Allegiance
 - Council members present: Bruns, McMurrin, Moore, Nelson and Wilkening
 - Council members absent:
 - Others present during portions of the meeting included:

Wayne Tennis, Police Chief
Neil Lange, Public Works Director
Pamela Smith, City Employee
Travis Baker, Police
Chris Magnuson
Cindy Wannarka, Leech Lake Chamber

Terri Bjorklund, City Administrator
Dean Morrill, Pilot Independent
Ken Bresley
Otto Ringle, Circle of Time
Patricia Hoehn

CONSENT AGENDA

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

1. Approve Walker City Council regular meeting minutes of April 7th, 2014.
2. Review and file Draft of Walker Park Board Meeting Minutes of April 22nd, 2014.
3. Receive and file Candice Barthel's letter of resignation as the Rock Garden's Gardener.
4. Review and file Cass County Economic Development report.
5. Review and file Walker Police Department Monthly Report.
6. Review and file Walker Area Joint Fire Department meeting minutes of March 12th, 2014.
7. Review and file Cemetery Board meeting minutes of April, 8th 2014.
8. Approve Cash Balance Report as of March 31st, 2014.
9. Approve payment of invoice dated 4/18/2014 from Cass County Chief Financial Officer in the amount of \$1,600.00 for Tax Increment Financing District Administration.
10. Review and file letter received from Cass County Sheriff's Office referencing their new Records Management System.
11. Review and file letter from the Minnesota Department of Health regarding implementation of plan amendment of WHP.
12. Approve Shingobee Township's annual contribution to the Evergreen Cemetery in the amount of \$5,000.00.

13. Review and file Memo regarding the Pre-Construction Conference for widening of Highway 371, turn-lane, bike trail, pedestrian/tunnel construction.
Motion passed (5-0)

SCHEDULED CITIZEN PRESENTATIONS –Mayor Scott Bruns

- Ken Bresley- Airport Update.

Bresley informed the Council that Terri Bjorklund and himself met with SEH regarding the 5 year capital improvement plan. He spoke of funding from the FAA at this time is at a 90/10 split, but is expected to be reduced to 95/05. Bresley stated that the crack repair on the taxiway will be covered at the 90/10. He mentions that the State conducts studies at Airports every 4 to 5 years and this is the year that Walker's Airport is up for inspection. Bresley noted that the runway that was painted last summer will also be painted this summer. He also states that the GPS system at the Airport is up and running and doing its job.

- Chris Magnuson

Chris Magnuson is speaking on behalf of Patricia Hoehn. Patricia is a homeowner at 208 4th Street South. Magnuson address the Council regarding problems that were encountered with the freezing water temperatures and the pipes breaking as a result. She noted that Patricia had moved in around October and soon after the pipes froze and she was not able to have access to water until recently. Magnuson states that she is requesting the Council to help cover the costs that have incurred as result of the pipes freezing and breaking over the winter. Magnuson stated that she feels that if they would have been told at the time they purchased the house and when setting up the account for water and sewer service they should have been told that the water line freezes every winter and must let the water run to prevent freezing.

After some discussion with the Council regarding the request, it is recommended by Mayor Bruns that this request be brought before the Public Works Committee before a decision is made by the Council.

STAFF COMMENTS – Administrator Terri Bjorklund

None.

PERSONNEL, BUDGET & ADMINISTRATION – Councilmember Nelson

1. **M/S Nelson/Wilkening** to approve of Claim #49429 to Claim #49547 and Voided Check Numbers 49454 and 49455 and bank drafts in the amount of \$168,267.68.
Motion passed (5-0)
2. **M/S Nelson/McMurrin** to approve of resignation of Police Officer, Andrew Rollins, effective 5/1/2014.
Motion passed (5-0)
3. **M/S Nelson/Moore** to approve to advertise and conduct interviews for a part-time Officer to cover vacations, sick times and special events.
Motion passed (5-0)

4. **M/S Nelson/McMurrin** to approve to have Landt's Auto Body Plus to repair the 2014 Ford Taurus in the amount of \$1,418.61 and have graphics purchased from Advanced Graphix, Inc. in the amount of \$70.00.
Motion passed (5-0)
5. **M/S Nelson/Moore** to approve of Resolution 12-2014, a Resolution Accepting Donations made to the City of Walker Thru Fiscal Year 2014.
Roll Call: Ayes: Nelson, Moore, Bruns, McMurrin, Wilkening Nays: None
Motion passed (5-0)
6. **M/S Nelson/McMurrin** to approve to accept the Source Water Protection Plan Implementation Grant in the amount of \$3001.15 for a portable generator and switch.
Motion passed (5-0)
7. **M/S Nelson/McMurrin** to approve to pay the City of Walker's portion to the Walker Area Joint Fire Department in the amount of \$22,183.20.
Motion passed (5-0)
8. **M/S Nelson/Wilkening** to approve to hire Ehlers and Associates to complete the 2013 TIF annual reports, to be paid from TIF administrative fees.
Motion passed (5-0)
9. **M/S Nelson/Moore** to approve of the recommendation of Budget and Finance to amend the Liquor Profit Policy and to approve the allocation of donations and expenditures laid-out in the April 10th, 2014 Memo.
Motion passed (5-0)
10. **M/S Nelson/McMurrin** to approve to pay Young Excavating in the amount of \$10,880.00 for emergency repair to water mains.
Motion passed (5-0)

ECONOMIC DEVELOPMENT & LIQUOR STORE – Councilmember Moore

1. Planning Commission meeting of April 28th, 2014 was canceled.

LIBRARY, PARKS & AIRPORT – Councilmember McMurrin

1. **M/S McMurrin/Moore** to approve of the Walker Park Board Minutes of March 25th, 2014.
Motion passed (5-0)
2. **M/S McMurrin/Moore** to approve of the recommendation of the Walker Park Board to approve the Draft Donated Picnic Table Use Policy and Application. Wilkening questions the ability to use the picnic tables outside of the City limits. Nelson states that if Jeff Holly will have an event at the Hardware store, which is located just outside the limits, would he not be able to use them?
McMurrin states that was not the intent of the board. It was to prevent the picnic tables from ending up in another town. If the request is from a Civic or non-profit organization the Park Board will make acceptations for certain requests.
Motion passed (5-0)
3. **M/S McMurrin/Moore** to approve of the recommendation of the Walker Park Board to accept the quote from Turf-Tech for two applications of herbicide and lawn fertilization in the amount of \$930.00 per application.
Motion passed (5-0)

4. **M/S McMurrin/Wilkening** to approve to upgrade the computer system at the Airport from Windows XP (no longer supported), to the newest compatible version at a cost estimate from On Systems in the amount of \$1,040.00.
Nelson questioned why Windows 7 operating system was recommended when there are newer operating systems available.
Nelson-Is it more cost effective to get new computers?
The Board changes the original request for the specifically stated Windows 7 to the newest compatible version to approve.
Motion passed (5-0)
5. **M/S McMurrin/Moore** to approve to move forward with an Airport 2014 Crack Seal Grant Project. If awarded, the Grant would be a 90(FAA)/10 (City) split for the Project.
Nelson-This isn't covered at 95/05?
Bresley states that the 95/05 has not been passed by the state at this time.
Motion passed (5-0)
6. **M/S McMurrin/Nelson** to approve to hire SEH for engineering of the Crack Seal Project, in the amount of \$8,600.00, contingent upon Grant Award.
Wilkening questions the need to hire an engineer for the Crack Seal project for \$8,600.00 when they are only spending a fraction of that for the actual project.
Bresley stated that it's not just the engineering that SEH does, they are also responsible for administering and implementing all grants that may apply.
Motion passed (5-0)
7. **M/S McMurrin/Wilkening** to approve to repair damaged area of the Taxiway pavement in the amount of \$1,920.00, quoted by Anderson Brothers Construction Company, the City paying the full amount unless Grant funds become available.
Motion passed (5-0)

PUBLIC WORKS, SAFETY & CEMETERY – Councilmember Wilkening

1. **M/S Wilkening/Nelson** to approve to of the recommendation of Public Works to have Kevin Hillberg update his water service, moving the curb stop out to the curb and connecting the new service line at the main.
The Board discussed why the current water service is ineffective at this location.
Nelson-You do it right or you don't do it at all. You have to have one standard.
McMurrin states that the Council needs to abide by what our current ordinance says.
Ayes: Bruns, McMurrin, Moore, Nelson Nays: Wilkening
Motion passed (4-1)
2. Discussion on the requests received from the Circle of Time Committee in a letter dated April 24th, 2014.
Otto explains to the Council the importance of the monument being lit up. He stated that the Circle of Life Committee would like the Board to reconsider the previous motions.
Nelson explained that before they will approve the motion the Board needs to assure that this is done right.
Nelson- It's not that the Board is opposed to approving it; we just want to see a professional plan that looks good and is done correctly.

- Mayor Bruns recommends that this go back to the Public Works Committee before approval by the Council.
3. **M/S Wilkening/McMurrin** to approve of the recommendation of the Cemetery Board to enter into the Independent Contract Agreement between Alfred Bakker and Evergreen Cemetery for the 2014-2015 Season, including a 2.1% raise. Alfred Bakker will retire after this Seasons contract.
Motion passed (5-0)
 4. **M/S Wilkening/McMurrin** to approve of the recommendation of the Cemetery Board to accept the bid from Turf-Tech for Irrigation start-up and shut-down in the amount of \$1,100.00 and 2 applications of Herbicide in the amount of \$1075.00 per application.
Motion passed (5-0)
 5. **M/S Wilkening/Moore** to approve of the recommendation of the Public Works Committee to advertise for RFP's for the rehabilitation of the water treatment plant.
Motion passed (5-0)
 6. **M/S Wilkening/Moore** to approve of the recommendation of the Public Works Committee to send Neil Lange, Nick Zubke and Jon Fank for MRWA Sewer training in Walker on May 14th, 2014 at cost of their wages. There is no fee to attend this training.
Motion passed (5-0)
 7. **M/S Wilkening/Moore** to approve of the request of the Public Works Committee to send Nick Zubke and Jon Fank to MRWA Water/Wastewater training in Wahkon, MN, on June 25th and 26th 2014, at a cost of \$175.70 for lodging, plus meals and mileage. There is no fee to attend this training.
Motion passed (5-0)
 8. **M/S Wilkening/McMurrin** to approve of the request of the Public Works Committee to purchase Chloride from Cass County Highway Department in the estimated amount of \$2,838.00, for dust control of dirt roads within City of Walker limits.
Motion passed (5-0)
 9. **M/S Wilkening/Moore** to approve of the recommendation of the Public Works Committee to receive quotes and purchase signage for School Speed Zones, to address concerns in the March 14th, 2014 letter from Boyd McLarty.
Motion passed (5-0)
 10. **M/S Wilkening/McMurrin** to approve of the recommendation of the Public Works Committee to enter into an agreement with Greg Smith/Leech Lake Brewery for the installation of a sewer pretreatment system on his property. Then enabling him to connect to the Industrial Park sewer, with the City of Walker paying 50% of this project not to exceed \$5,000.00.
Wilkening stated that he wants to get connected.
Motion passed (5-0)
 11. **M/S Wilkening/McMurrin** to approve of the recommendation of the Public Works Committee to enter into a maintenance agreement with Shingobee Township for the sweeping and grading of roads.
Motion passed (5-0)

12. **M/S Wilkening/Moore** to approve of the requested street closures by the Leech Lake Area Chamber of Commerce for Crazy Days; applications, insurance and fees been received.

- June 26th 5th Street from MN Ave to Café Zona Rosa
- July 24th 6th Street from MN Ave to the alley behind Thrifty
- August 14th 5th Street from MN Ave to Café Zona Rosa

McMurrin-Have you ever considered setting up on the sidewalks instead of shutting down the streets?

Bruns mentions that he doesn't want to push pedestrian traffic out in the streets.

Nelson-It never hurts to relook at a plan.

Cindy noted that she will look into this for next year.

Motion passed (5-0)

OTHER BUSINESS –Mayor Bruns

City offices and the DMV will be closed on Monday May 26th, 2014, in observance of Memorial Day.

Councilmember Nelson speaks of the Leech Lake sign in front of City Hall. Nelson states that it is in a poor state of disrepair. Nelson noted that he spoke with Lynn Mineer regarding the repair and Lynn mentioned to him that a wrap could be done at a 1/3 of the cost. Nelson questioned moving the Chamber Board to another location.

It is suggested that a representative from the Chamber, Lions Club, and the City form a committee regarding these concerns.

Neil states that there is a quote missing from the agenda for approval. It was for the spraying of the sewer ponds by Team Lab.

M/S Wilkening/Nelson to approve the contract with Team Lab for spraying of the sewer ponds at the same contract rate as last year.

Motion passed (5-0)

On June 2nd Senator Sauxhaug will be here to do a wrap up.

ADJOURNMENT –Mayor Bruns

Mayor Bruns adjourned the Regular Scheduled Meeting at 7:34 p.m.

Scott Bruns, Mayor

Attest: _____
Terri Bjorklund, Administrator