

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, JUNE 1, 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: Haefele, Senenfelder, Shaw, McMurrin and Wilkening
 - Council members absent:
 - Others present during portions of the meeting included:

Dean Morrill, Pilot Independent
Neil Lange, City Employee
Pamela Smith, City Employee
City Wannarka, LLACC
John Valen, City Attorney
Erin Haefele, Self

Terri Bjorklund, City Administrator
Travis Baker, City Police
Wayne Tennis, City Police
Chris Thorson, Ulteig
Senator Saxhaug

CONSENT AGENDA

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

1. Approve Walker City Council regular and Public Hearing Meeting Minutes of May 4th, 2015.
2. Review and file draft of Cemetery Board Minutes of May 5, 2015.
3. Review and file draft of Walker Park Board Meeting Minutes of May 26th, 2015.
4. Review and file April 2015 Zoning Administrator report.
5. Review and file draft Walker Planning Commissions/Board of Adjustments Meeting Minutes of May 18th, 2015.
6. Review and file Walker Area Joint Fire Department Meeting Minutes of April 9th, 2015 and Agenda for May 14th, 2015.
7. Review and file Walker Police Department Monthly Report.
8. Approve Cash Balance Report as of April 30th, 2015.
9. Review and file Cass County Economic Development report.
10. Approve to pay Invoice WK2015-1 from Kitchigami regional Library for the 1st half payment for the 2015 Levy and automation repair & replacement in the amount of \$7,341.50.
11. Approve to pay Cass County Highway Department Invoice dated 04/30/2015 for concrete and crack sealant in the amount of \$4,789.80.
12. Review and file memorandum from the Minnesota Department of Health regarding fluoride in drinking water.
13. Addition of Number 7 under Public Works. Consider approval to spend up to \$4,695.00 to upgrade the electrical panel at the breakwater to meet current electrical code, and replace three lights if found not to be operational.
Motion passed (4-0)

POST SESSION WRAP UP- SENATOR SAXHAUG

Senator Saxhaug reviewed at length with the council the first year of the session and what is going to happen the rest of the session. He also reviewed the Walker waste water/sanitary sewer, water main and streets; and the funding thereof. He stated that Representative Persell did put the bill in for sales tax at the house. However it wasn't a viable deal. Saxhaug suggests making sure that the City of Walker gets as high as a ranking as they can on the PFA (Public Facilities Authorities). Saxhaug stated that next year is the bonding bill and if we can get twenty to thirty million dollars and it may take two bonding cycles; he believes that that is the position most viable to fund the infrastructure projects for the City of Walker. In terms of streets a long range transportation bill is very possible. Saxhaug asks the City Engineer Chris Thorson what conclusions they have come to.

Chris stated that the city did have a couple projects on the PFA's list. Next year we are planning on moving forward with them.

Saxhaug stated the key is how much will be in the bonding bill also noting that it may take two bonding cycles. He notes that to tell them if they are not in good shape because the funding works on a point system the worse shape you are in would increase your chances of PFA funding.

Senenfelder questioned if Saxhaug has ever seen the sales tax bill pass?

Saxhaug-No. Sales tax can be used for other things, if you can get those funded and then that would free up money to do other things. Bonding through the PFA is the best way to go in a smaller City like this.

Bjorklund-Do you have any further information on the Lights-On transportation bill? They gave 12.5 million of monies to small cities that haven't been funded before in the Municipal State Aid. According to draft documents the City would stand to gain \$22,130.00 this year. Do you see this being funded in future years?

Saxhaug-There is not going to be that type of funding. Next year there may be a transportation bill. Rural units of governments may see funding like that.

SCHEDULED CITIZEN PRESENTATIONS –Mayor Shaw

None.

CITY STAFF COMMENTS – Administrator Terri Bjorklund

None.

PERSONNEL, BUDGET & ADMINISTRATION – Councilmember Senenfelder

1. **M/S** Senenfelder/Wilkening to approve of Claim #51040 to Claim #51160 including Voided Check Numbers 51044, 51045, 51127 and bank drafts in the amount of \$304,093.36.
Motion passed (4-0)
2. **M/S** Senenfelder/Wilkening to approve of Resolution 18-2015, a Resolution appointing Erin Haefele to the vacant Council Seat. (The City received three applications for the vacant seat.)
Roll Call: Ayes: Senenfelder, Shaw, McMurrin, Wilkening Nays: None
Motion passed (4-0)

3. **M/S Senenfelder/Shaw** to approve of Resolution 16-2015, a resolution accepting donations made to the City of Walker thru fiscal year 2015.
Roll Call: Ayes: Senenfelder, Shaw, McMurrin, Wilkening Nays: None
Motion passed (4-0)
 4. **M/S Senenfelder/McMurrin** to approve of the application for a 1 to 4 day temporary liquor license for the Walker Rotary for the Fourth of July; contingent upon receiving certificate of liability naming the City of Walker as a certificate holder.
Motion passed (4-0)
 5. **M/S Senenfelder/McMurrin** to approve of the request from the Accounting Department to transfer \$600.00 from the Cemetery operating checking account to the Cemetery perpetual care savings account. This is for the 2014 perpetual care portion of lot sales.
Motion passed (4-0)
 6. **M/S Senenfelder/Wilkening** to approve of the request from the Accounting Department to approve payment in the amount of \$19,531.52 for the City of Walker's 2015 portion of the Tower Avenue Special Assessments.
Motion passed (4-0)
- Swearing in of Council Member Erin Haefele.

ECONOMIC DEVELOPMENT & LIQUOR STORE – Mayor Shaw

1. **M/S Shaw/Senenfelder** to approve of Walker Planning Commission/Board of Adjustments Meeting Minutes of April 27th, 2015.
Motion passed (5-0)
2. **M/S Shaw/Senenfelder** to approve of Consider approval of the recommendation of the Walker Planning Commission/Board of Adjustments to approve the LU-2015-03 Variance for PID# 96-351-0810 to allow for a 3 foot setback of the side yard deviating from the 10 foot setback to allow for a carport.
Motion passed (5-0)

LIBRARY, PARKS & AIRPORT – Councilmember McMurrin

1. **M/S McMurrin/Wilkening** to approve of Park Board Minutes of April 28th, 2015.
Motion passed (5-0)
2. **M/S McMurrin/Shaw** to approve of the recommendation of the Walker Park Board to approve the following requests:
 - Walker Rotary Club and Walker Lions to use the park for the July 4th celebration 10:00 a.m. to 11:00 p.m., with set-up July 3rd and tear down on July 5th; contingent upon receiving certificate of liability naming the City of Walker as a certificate holder.
 - Warrior Boats – (Kent Anderson) to use the park June 6th 9am -2pm for a Meet the Pros and Test Ride Event; contingent upon receiving certificate of liability naming the City of Walker as a certificate holder.
 Wilkening clarifies that the landing is not being closed off for this event.
Motion passed (5-0)

3. **M/S McMurrin/Wilkening** to approve of the recommendation of the Walker Park Board to approve the purchase of 2 swimming docks from Remer Iron Works in the amount of \$11,800.00.
Wilkening question if this was capital improvement monies. Bjorklund confirms that it is.
Motion passed (5-0)
4. **M/S McMurrin/Wilkening** to approve of the recommendation of the Walker Park Board to approve the quote from Timber Creek Dock in the amount of \$1,074.00 for Hewitt floats for a floating dock the DNR gave the City of Walker; the DNR floats have holes in them and need repair.
Motion passed (5-0)
5. **M/S McMurrin/Shaw** to review and file the Library Building Committee Meeting Minutes of May 26th, 2015.
Motion passed (5-0)
6. **M/S McMurrin/Wilkening** to approve of the Walker Public Library Funding and Expenditure Policy.
Senenfelder questioned if the City already had an Ordinance and a policy. Bjorklund states that the City does and explains the dollar limits of the policy and how it depends on the needs of the department. Shaw questioned if this was for the Library on an annual basis. Bjorklund noted that it is a policy for their checkbook funds.
Motion passed (5-0)
7. **M/S McMurrin/Wilkening** to approve of the recommendation of the Library Building Committee to hire Lucachick Architecture, Inc. for preliminary design, feasibility study, site planning, and budget for a new 70x74 building \$3,500.00 and for full architectural and engineering services for the building in the amount of \$60,000.00.
Senenfelder questioned when the rest of the council would see the preliminary design. Bjorklund clarified that this would give Lucachick the funds to draw the preliminary design. And once the preliminary design is complete it would go before the Library Building Committee, Library Board and City Council.
Wilkening explains that it is a two-step process; the \$3,500.00 is up front and \$60,000.00 is for the drawing.
Dean Morrill from the Piolet Independent questioned the size of the building now. Senenfelder believes it is around 3,600 square feet. Lange believes it is around that; he remembers measuring it and it being 35ftx80ft.
Morrill questioned if they looked into other cities around the same size as Walker and what they were doing, because Libraries now are smaller than they used to be and yet the City is building a bigger one.
Wilkening stated that what he had seen was something that incorporated additional meeting rooms and agrees with Dean that Libraries have changed and they need more media space and less book space.
Morrill stated that media space takes up less room than books.
Senenfelder questioned what fund the \$60,000.00 was coming out of. Bjorklund stated that it was the Library Building Fund.
Senenfelder-The \$549,000.00? So now we are down to \$489,000.00? Do we have any type of figures of what the square footage of this building is going to cost?
Bjorklund stated that is what would be derived from the preliminary plan.

Senenfelder-So we need to pay somebody \$60,000.00 to tell us that?

Bjorklund-We are going to pay somebody \$3,500.00 to tell us that.

Senenfelder feels that this motion should have been broken into two different parts. If we put up a 5,600 square foot building at \$150.00 a square foot, that's \$840,000.00.

We have \$489,000.00 left. \$150.00 a square foot is pretty cheap for a building. If you get up to the \$300.00 square foot, you are up to \$1,680,000.00 for the building. I think were stretching our self out.

Dean asks the board again if they have looked into other Cities the size of Walker and what size Libraries they are building.

Bjorklund stated that she has looked into the City of Ely, who built one last fall and took their plans and downsized them so we had a place to start.

Senenfelder asked the price of the square footage.

Bjorklund-Our building is going to be 4,200 square feet. Their building was 6,100 square feet. They were just over a \$1,200,000.00.

Wilkening stated that we are probably not that far off at 850 to 900.

Senenfelder stated the he had a phone conversation with Chris Parthun from MDH who has been working with the Wellhead Protection Program. One of the comments he made was we probably shouldn't be disturbing soils around wells 1, 2 and 3. And that wasn't as important as creating a stormwater runoff plan, because we have a stormwater problem at that location and we are just allowing our stormwater to run into the lake. Senenfelder noted that he is not against getting a new library (building); he is against spending that kind of money. Looking down the road at street improvement projects and how are we going to pay for it all.

Wilkening stated what they need is cooperation with the townships. That is part of what the \$3,500.00 is going to get us. It's going to get us a plan with some budget numbers.

Senenfelder reiterates that he is not opposed to spending \$3,500.00. He is opposed to spending \$60,000.00. I think we need to look at this more before we spend \$60,000.00. I don't think we are being very good stewards with public funds and other donated funds.

Mayor Shaw expresses agreement with Senenfelder. Shaw states the preliminary plan he would like to see. I don't believe that we need to spend \$60,000.00 for the full architectural and engineering services right out of the gate.

Senenfelder states that this was a decision that was made at a Library Building Committee meeting that 2 members were absent.

McMurrin-If they came to the meetings they would have something to say.

Senenfelder adds this is a huge expenditure that will lead to even more of a huge expenditure.

McMurrin-That money is specifically for Library. We have been working on this for 5 years. We have to start somewhere.

Wilkening-this is going to be a step approach.

Senenfelder suggests that this request be split into two different sections.

Wilkening withdraws his second.

M/S Wilkening/Senenfelder to approve to expend \$3,500.00 for preliminary design, feasibility study, site planning, and budget for a new 70x74 building.

Motion passed (5-0)

M/S Wilkening/Shaw after preliminary design and approval by not only the City and after consulting the townships for additional funding we would then enter into an agreement with Lucachick Architecture, Inc. not to exceed \$60,000.00 for design plans for a new Library.

Ayes: Haefele, Shaw, McMurrin, Wilkening

Nays: Senenfelder

Motion passed (4-1)

8. **M/S McMurrin/Wilkening** to approve of the recommendation of the Library Board to transfer \$50,000.00 from the Library Donation Fund to the Library Building Fund. Haefele is the \$50,000.00 supposed to be going towards the \$60,000.00 is that why this is here?

McMurrin states that they have around \$90,000 that people have donated in the past and wanted it specifically for the Library.

Roll Call: Ayes: Haefele, Shaw, McMurrin, Wilkening

Nays: Senenfelder

Motion passed (4-1)

PUBLIC WORKS, SAFETY & CEMETERY – Councilmember Wilkening

1. **M/S Wilkening/McMurrin** to approve of the Cemetery Board Minutes of September 9th, 2014.

Motion passed (5-0)

2. **M/S Wilkening/Shaw** to approve of the recommendation of the Public Works Committee to not sell or vacate PID # 96-349-0370, due to existing utilities.

The board clarifies that this is the Third street Island north of highland.

Motion passed (5-0)

3. Review letter from Chris Magnuson and Patricia Hoehn.

Wilkening reviews Chris's and Patricia's situation with the board.

Bjorklund states the water and sewer are sold at the main. The issues were prior to the main at the curb stop which is the property owner's responsibility. Two winters ago they dug and put in a new system. We inspected it and everything was good to go.

Somehow when the excavation company was backfilling or compacting the soils, the curb-stop got bent or dislocated. Henceforth it must have been leaking all winter, nobody knows for sure and then froze up. She ended up having it dug again. T&C did do the excavating and do the repair free of charge. The City of Walker credited Patricia the sewer portion of the bill because she was running water outside.

Bjorklund stated that she has called Chris Magnuson to see if there was any further consideration that she would like the council to make and she has not heard back from her at this time.

4. **M/S Wilkening/Shaw** to approve of reviewing and filing very preliminary assessment numbers for possible Southside Street and Utility Improvements.

Thorson goes through the PFA funding-what they have for debt on those funds, the household income, how much would be loan money and what would be grant money. I think the funding through PFA would cover almost 80%. The remaining amount would have to be looked at through the City.

Motion passed (5-0)

5. **M/S Wilkening/McMurrin** to approve of work order No. 15.00604.01 for 2016 Southside Street and Utility Improvements with Ulteig Engineering; contingent upon PFA funding.
Motion passed (5-0)
6. **M/S Wilkening/Senenfelder** to approve of Resolution 17-2015, a Resolution to enter into a Master Professional Services Agreement with Ulteig Engineering, Inc.
Roll Call: Ayes: Haefele, Senenfelder, Shaw, McMurrin, Wilkening
Motion passed (5-0)
7. **M/S Wilkening/Shaw** to approve to spend up to \$4,695.00 to upgrade the electrical panel at the break water to meet current electrical code, and replace three lights if found not to be operational with Olson Electric.
Lange explained that this spring when they were putting the dock in they realized they didn't have enough power. After Mark Olson from Olson Electric and MN Power looked at it they discovered that the lines were bad. They have to install new lines in to bring them up to code.
The Board discusses the flood lights and using LED lights.
Wilkening questioned if they could use their funding for the bridge for this. Bjorklund states that she will talk with Ehlers and Associates regarding this. She adds that if it is found that TIF funding would be able to be used for this would they want to just replace the flood lights with LED it would be more economically feasible in the long run.
Motion passed (5-0)

OTHER BUSINESS –Mayor Jed Shaw

- Walker City Hall and DMV will be closed on Friday July 3rd in observance of the Independence Day holiday.

Discussion on Temporary Liquor License and Caterers License holders Policy.

Wilkening-I don't know why we are doing it. I think it is a non-issue that would create a problem. He states that he has serious concerns about this, and doesn't think that minors should have access to liquor. I think there are better ways to get across to minors that are consuming that they shouldn't do this and the negative consequences involved with it. Rather than passing another Ordinance that to me is going to create problems for any organization that is going to do this.

Senenfelder clarifies that they weren't looking at an Ordinance they were looking at a Policy.

Cindy Wannarka wanted to extend a huge thank you to the City for how great the area looked over the memorial weekend.

M/S Wilkening/Senenfelder for Jed to work with Terri for review of the associations documents.

Shaw states that he met with the association board and they had requested that I have a discussion with an attorney with possibly changing the association rules; every business in there has to be a medical type of business.

1) We would need an attorney to look at the documents to see what changes could be made to allow a different type of business to own in that particular location and 2) Getting an idea for cost, as the City owns one of those units and would be responsible for the cost as shared out over 5 owners.

The Board discussion briefly on what is was originally set up that way and believes that there are certain stipulations in place that safeguard donated money that was allocated specifically for that.

M/S Wilkening/Senefelder for Jed to work with Terri for review of the associations documents.

Senefelder-How old is it.

Shaw-Built in the late 70's?

Motion passed (5-0)

ADJOURNMENT-Mayor Jed Shaw

Mayor Shaw adjourned the regularly scheduled Meeting at 7:11p.m.

Jed Shaw, Mayor

Attest: _____
Terri Bjorklund, Administrator