

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, JULY 7, 2014**

CALL TO ORDER –Mayor Scott Bruns

- Mayor Scott Bruns called the regular scheduled meeting to order at 6:01 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:

Terri Bjorklund, City Administrator

Wayne Tennis, Police Chief

Dean Morrill, Pilot Independent

Pamela Smith, City Employee

John Valen, City Attorney

Jason Goehring, American National Bank

Neil Lange, Public Works Director

Charolette Hines, City Employee

Rick Arola

Chris Thorson, Ulteig

Rick Shaefer

CONSENT AGENDA

M/S Wilkening/McMurrin to approve the Consent Agenda Items 1 thru 25 as follows, waving the reading.

1. Approve Walker City Council regular and public hearing meeting minutes of June 2nd, 2014.
2. Review and file Draft of Walker Park Board Meeting Minutes of June 24th, 2014.
3. Review and file Draft Walker Planning Commissions/Board of Adjustments Meeting Minutes of June 30th, 2014.
4. Review and file May 2014 Zoning Administrator report.
5. Review and file Cemetery Board Minutes of June 6th, 2014.
6. Review and file Walker Area Joint Fire Department meeting minutes of May 8th, 2014.
7. Review and file Walker Area Joint Fire Department meeting minutes of June 12th, 2014.
8. Review and file Cass County Economic Development report.
9. Review and file Walker Police Department Monthly Report.
10. Approve Cash Balance Report as of May 31st, 2014.
11. Review and file Cass County's May/June Tax Settlement.
12. Approve to pay Invoice 281853 from SEH in the amount of \$4,300.00 for the Walker Airport Crack Seal Project.
13. Approve to pay Invoice 22892 from Bond Trust Services Corporation for General Obligation Improvement Bonds, Series 2007A, in the amount of \$8,572.50.
14. Approve to pay Invoice 22893 from Bond Trust Services Corporation for General Obligation Refunding Bonds, Series 2008A, in the amount of \$4,848.75.
15. Approve to pay Invoice 11139 from Bond Trust Services Corporation for General Obligation Refunding Bonds, Series 2008A, in the amount of \$450.00.

16. Review and file letter from League of Minnesota Cities regarding the future increase in dues for the 2015 fiscal year.
 17. Approve to pay Invoice 3181 from Young Excavating, Inc. for emergency repair parts in the amount of \$2,169.60.
 18. Approve to pay Invoice 1344 from T&C Excavating for emergency repair of water main on Hwy 34 east side in the amount \$1,130.00.
 19. Review and file letter and Notice of Pay Equity Compliance from the Minnesota Management & Budget.
 20. Review and file thank you letter from the Initiative Foundation.
 21. Approve to budget for a \$500.00 contribution to the Initiative Foundation for the year of 2015.
 22. Approve to pay Invoice 0087917 from Ferguson for water meters in the amount of \$1,165.47.
 23. Approve to pay Invoice 0059494-IN from Old Dominion Brush Company for brooms for sweeper and bob-cat in the amount of \$1,164.42.
 24. Approve to pay Invoice 0052995-IN from Electric Pump for Service calls to Upper Lift Station in the amount of \$1,032.55.
 25. Approve to pay Invoice 2536 from Bemidji Bituminous Inc., for 16 tons of Cold mix in the amount of \$1,225.00.
- Motion passed (5-0)

**WALKER CITY COUNCIL
PUBLIC HEARING MINUTES
TO RECEIVE COMMENTS AND CONCERNS PERTAINING TO A
CONDITIONAL USE PERMIT REQUEST AND A VARIANCE
APPLICATION FOR A FREESTANDING SIGN WITH A DYNAMIC
DISPLAY FOR AMERICIAN NATIONAL BANK
WALKER FIRE HALL MEETING ROOM
MONDAY, JULY 7, 2014**

CALL TO ORDER-Mayor Scott Bruns

- Mayor Scott Bruns called the public meeting to order at 6:05 p.m.
- Council members present: Bruns, McMurrin, Moore, Nelson and Wilkening
- Council members absent:
- Others present during portions of the meeting included:

Terri Bjorklund, City Administrator

Wayne Tennis, Police Chief

Dean Morrill, Pilot Independent

Pamela Smith, City Employee

John Valen, City Attorney

Jason Goehring, American National Bank

Neil Lange, Public Works Director

Charolette Hines, City Employee

Rick Arola

Chris Thorson, Ulteig

Rick Shaefer

There were no public comments or suggestions.

Public Hearing Closed at 6:05 p.m.

SCHEDULED CITIZEN PRESENTATIONS –Mayor Scott Bruns

- **Matthew Davis, North Country Trail Association**
Matt reviews the history of the North Country Trail with the Board.
Matthew Davis-Raising public awareness about the NCT is a way to build a bridge between an outdoor recreation amenity and local communities.
He noted that currently the only states with Trail Towns are Michigan and Ohio.
If Walker partnered with the NCT Association they could be the first designated Trail Town in the State of Minnesota, at no cost to the City. He explained that the steps would be to pass a resolution/proclamation and enter a MOU. He said they would also like to put up signage at the two NCT junctions. He would also like to possibly put up an informational Kiosk in Walker so people know how to find the NCT.
Wilkening questioned who would be responsible for the upkeep of the Kiosk.
Davis explained that it would be volunteer adopted. There would be no upkeep that the City would be responsible for.
Nelson voices his support stating that it would be good for the trail system and the City of Walker.

STAFF COMMENTS – Administrator Terri Bjorklund

None

PERSONNEL, BUDGET & ADMINISTRATION – Councilmember Nelson

1. **M/S Nelson/Moore** to approve of Claim #49755 to Claim #49886 and Voided Check Numbers 49708 thru 49754 and 49778 and 49779 and bank drafts in the amount of \$334,285.98.
Motion passed (5-0)
2. **M/S Nelson/Moore** to approve of Proclamation in Support of (NCNST) North Country National Scenic Trail.
Roll Call: Ayes: Nelson, Moore, Bruns, McMurrin, Wilkening Nays: None
Motion passed (5-0)
3. **M/S Nelson/Moore** to approve to enter into a Memorandum of Understanding between the North Country Trail Association and the City of Walker.
Motion passed (5-0)
4. **M/S Nelson/Wilkening** to approve of the request from the Accounting Department to transfer \$100,000.00 from the Ambulance account to the Michigan Avenue Project account.
Motion passed (5-0)
5. Discussion on North Country trail sign placement.
Bjorklund asks whether or not Matt is ready to have a discussion.
Some talk regarding the size and scale of the kiosk took place.
Nelson suggests sending this to Public Works.
6. **M/S Nelson/Moore** to approve of the Accounting Department to transfer \$1,114.09 from the General account to the Legion Abatement account for the 8-1-2014 abatement payment.
Motion passed (5-0)

7. **M/S Nelson/Moore** to approve of Invoice 025-98117 from Tyler Technologies for the maintenance contract in the amount of \$8,784.00.
Motion passed (5-0)
8. **M/S Nelson/McMurrin** to approve to send Charolette Hines to Basics of Planning & Zoning Training in Little Falls on July 9th, 2014 at a cost of \$135.00 plus food and mileage.
Motion passed (5-0)
9. **M/S Nelson/Wilkening** to approve of Resolution 17-2014, a Police Officer Declaration.
Nelson explains that we have to this to satisfy PERA for each time we hire an officer.
Roll Call: Ayes: Nelson, Moore, Bruns, McMurrin, Wilkening Nays: None
Motion passed (5-0)
10. **M/S Nelson /Wilkening** to approve to table Ordinance 2014-03, an Ordinance Adopting Section 32.21 Compensation of Mayor and City Council, until next regular scheduled council meeting.
Roll Call: Ayes: Nelson, Moore, Bruns, McMurrin, Wilkening Nays: None
Motion passed (5-0)
11. **M/S Nelson/Wilkening** to approve to adopt Ordinance 2014-04, an Ordinance Amending Section 32.15 Clerk/Administrator.
Terri explained that purpose of the Ordinance was to increase the amount allowed to spend without Council Approval.
Moore-We talked about this at the Public Works meeting and we all agreed that we need to do this.
Roll Call: No roll call.
Motion passed (5-0)
12. **M/S Nelson/Moore** to approve of Resolution 19-2014, a Resolution Adopting Ordinance 2014-04 and Authorizing Summary Publication.
Roll Call: Ayes: Nelson, Moore, Bruns, McMurrin, Wilkening Nays: None
Motion passed (5-0)
13. **M/S Nelson/Wilkening** to approve to enter into an agreement with Shingobee Township for road maintenance.
Motion passed (5-0)
14. **M/S Nelson/Wilkening** to approve of the Personnel Committees recommendation to split the increase to the Blue Cross Blue Shield employee health benefit 50/50 and extend the same benefit to the non-union police.
Wilkening stated that there were a couple of different ways to do this and this seemed to be the most reasonable.
Motion passed (5-0)

15. **M/S Nelson/Wilkening** to approve of Resolution 20-2014, a Resolution of the City of Walker stating its support for the Development of the Mississippi River Trail (U.S. Bicycle route 45).
Nelson explains that the Mississippi River Trail has already designated existing trail systems that run from Louisiana to Minnesota and they are asking the City of Walker to help promote it.
Nelson-I this is something we need to promote in our area.
Roll Call: Ayes: Nelson, Moore, Bruns, McMurrin, Wilkening Nays: None
Motion passed (5-0)

ECONOMIC DEVELOPMENT & LIQUOR STORE – Councilmember Moore

1. **M/S Moore/Wilkening** to approve of Walker Planning Commission/Board of Adjustments Meeting Minutes of May 19th, 2014.
Motion passed (5-0)
2. **M/S Moore/Wilkening** to approve of the recommendation of the Planning Commission/Board of Adjustments to approve LU-2014-03-(A) Conditional Use Permit for a Digital Dynamic Sign.
Wilkening explains that this is for the approval of the Digital Dynamic Display Sign. He stated that a Conditional Use Permit is required for this. It was noted that they would have the same regulations as the similar Digital Dynamic Display signage in town.
Motion passed (5-0)
3. **M/S Moore/Wilkening** to approve of the recommendation of the Planning Commission/Board of Adjustments to approve LU-2014-03-(B) Variance request for increased height and size of signage.
Nelson clarifies with the Board that the request is for 2 ½ times larger than what the current ordinance allows.
Wilkening confirms this and states that this can be broken into two separate requests; one for height, one for size. He reviewed with the board the breakdown of measurements of the structure noting the 98 square foot increase of the request. Wilkening-I don't feel comfortable changing our ordinance by that amount.
Wilkening states that as far as the variance request for the height portion he agrees that the current terrain puts them in a lower elevation.
Nelson is concerned if this is approved it would set a precedence for future requests.
American National Bank representative reminds the Board that they are a multitenant space. He stated that the panels on the sign request currently have no ordinance attesting to regulations for that.
Bruns recommends sending this back to Planning and Zoning.
Bjorklund states that they can do a 60 day extension.
Wilkening retracts his second.
Moore retracts her motion.
Motion failed.

- M/S Nelson/Moore** to approve to table LU-2014-03-(B) Variance request for increased height and size of signage sending it back to Planning and Zoning and going through the 60 day extension process to avoid any additional fees.
Motion passed (5-0)
4. **M/S Moore/Wilkening** to approve of the recommendation of the Planning Commission/Board of Adjustments to approve LU-2014-04, a Metes and Bounds Lot Split.
Motion passed (5-0)

LIBRARY, PARKS & AIRPORT – Councilmember McMurrin

1. **M/S McMurrin/Wilkening** to approve of Consider approval of the Walker Park Board Minutes of May 27th, 2014.
Motion passed (5-0)
2. **M/S McMurrin/Wilkening** to Review and file notice inviting the public to provide ideas towards the comprehensive park plan.
The meeting will be July 22nd, 2014 at 4pm at the Park.
Motion passed (5-0)

PUBLIC WORKS, SAFETY & CEMETERY – Councilmember Wilkening

1. **M/S Wilkening/McMurrin** to approve of the recommendation of Public Works Committee to approve the request from Reeds Family Outdoor Outfitters for the street closure of 6th Street between Minnesota Avenue and First National Bank of Walker Parking Lot access from Friday August 15th at 6:00 p.m. to Sunday August 17th, 6:00 p.m. for the Annual Reeds Fall Classic Sale & Expo.
Motion passed (5-0)
2. **M/S Wilkening/McMurrin** to approve of the recommendation of Public Works Committee to approve the street closure request from Leech Lake Area Chamber – Ethnic Fest 5th Street both sides of MN Avenue to the alleys and 4th Street MN Avenue to Alley behind Bensons.
Motion passed (5-0)
3. **M/S Wilkening/Moore** to approve to advertise for a seasonal part-time Cemetery position.
Motion passed (5-0)
4. **M/S Wilkening/Moore** to approve of the recommendation of Public Works Committee to accept the proposal from Cass County for the County to repair of the Railroad grade on Walker Bay Blvd and the City of Walker to repair a portion of the Ah-Gwah-Ching Road.
Motion passed (5-0)
5. **M/S Wilkening/McMurrin** to approve of the recommendation of Public Works Committee to approve lower of the two estimates received for the repair of the Essentia Clinic Ceiling.
Motion passed (5-0)

6. **M/S Wilkening/McMurrin** to approve of the recommendation of Public Works Committee to approve Richard Arola's request to establish a driveway using the platted alley between 4th Street and 3rd Street with the alley coming off of Birchwood Avenue. Construction of Alley would include cutting down of the hill and hauling in of class 5. In order to accomplish this city would need an easement of land from the Leon Arola trust to make the alley way/driveway 15 feet wide.
Motion passed (5-0)
7. **M/S Wilkening/McMurrin** to approve of the recommendation of Public Works Committee to accept a quit claim of an easement for ingress and egress and utilities over under and across the east 5.00 feet of Lots 5, 6 and 7, Block 3, TOWER ADDITION to WALKER.
Motion passed (5-0)
8. **M/S Wilkening/McMurrin** to approve of the recommendation of Public Works Committee to grant the Leon Arola Trust an easement for Utilities (water and sewer) in the platted alleyway. Easement paper work to be drawn up at the expense of the Leon Arola Estate.
Motion passed (5-0)
9. **M/S Wilkening/Moore** to approve of the recommendation of Public Works Committee to move forward with a Storm Water Planning grant working with Mississippi Headwaters Board. The City would need to commit to spending 25% of staff time as an in kind contribution to the \$5,000.00 grant. Currently only larger Cities are required to have a plan while funds are available we thought it would be a good time to get a head start on this project.
Wilkening-always seemed that whenever the state comes along.
Motion passed (5-0)

OTHER BUSINESS –Mayor Bruns

The regular City Council meeting was closed at 6:25 p.m. for attorney client privilege regarding Sixth Street litigation.

The closed portion of the meeting was closed and the regular meeting reopened at 7 p.m. the regular meeting was then closed at 7:01 p.m.

ADJOURNMENT –Mayor Bruns

Mayor Bruns adjourned the Regular Scheduled Meeting at 7:01p.m.

Scott Bruns, Mayor

Attest: _____
Terri Bjorklund, Administrator