

**WALKER CITY COUNCIL  
REGULAR MEETING MINUTES  
WALKER FIRE HALL MEETING ROOM  
MONDAY, JULY 11<sup>TH</sup>, 2016**

**CALL TO ORDER –Mayor Shaw**

- Mayor Jed Shaw called the regular scheduled meeting to order at 6:03p.m.
- Pledge of Allegiance
  - Council members present: Haefele, McMurrin, Senenfelder, Shaw and Wilkening
  - Council members absent:
  - Others present during portions of the meeting included:

Terri Bjorklund, City Administrator  
Chris Thorson, Ulteig  
Travis Bakker, City Police  
Jan Kosel, Self  
Patricia Hoehen, Self  
Anita Grusing, Self  
Jeff Weis, Self  
Mike Pederson, Self  
Art Yeats, Self  
Chuck Emery, Self  
Dean Hickey, Self  
Linda Nye, Self  
Gary Bilben, Self  
Jen Arnold, FOP  
Kim Schultz, Self  
Norma Butzow, Self  
Carol Smith, Self  
Pat Richter, Self  
Stanley Townsdin, Self  
Kristi Holly, Self  
Brian Hein, Self  
Erica Frizzell, FOP

John Valen, City Attorney  
Pamela Smith, City Employee  
Gary Raymond, Self  
Chris Magnuson, Self  
Cindy Wannarka, LLACC  
Janna Weis, Self  
Mark Everson, Self  
Dan Batson, Self  
Paula Yeats, Self  
Marilee Hickey, Self  
Phil LaVoi, Self  
Vivian Auel, Self  
Theresa Bilben, Self  
Tim Richardson, Self  
Jack Butzow, Self  
Dick Evenson, Self  
Kent Battles, Self  
Jamie Richter, Self  
Kari Townsdin, Self  
Paul Fairbanks, Self  
Shannon Pfeiffer, FOP  
Terry Freeman, NECI/Cass County

**CONSENT AGENDA-Mayor Shaw**

**M/S McMurrin/Wilkening** to approve the Consent Agenda Items 1 thru 18 as follows, waving the reading.

1. Approve Walker City Council minutes of June 6<sup>th</sup>, 2016.
2. Review and file draft of Walker Park Advisory Board minutes of June 28<sup>th</sup>, 2016.
3. Review and file Friends of the Park Meeting minutes of June 15<sup>th</sup>, 2016.
4. Review and file Walker Area Joint Fire Department minutes of June 9<sup>th</sup>, 2016.
5. Review and file draft Walker Planning Commissions/Board of Adjustments meeting minutes of June 27<sup>th</sup>, 2016.
6. Review and file draft of the Library Board minutes of June 15<sup>th</sup>, 2016.

7. Review and file May Zoning Administrator report.
  8. Review and file Walker Police Department Monthly Report.
  9. Review and file Public Works Committee minutes of June 30<sup>th</sup>, 2016.
  10. Approve Cash Balance Report as of May 31<sup>st</sup>, 2016.
  11. Review and file Cass County's May/June Tax Settlement for 2016.
  12. Approve to pay Invoice 30903 from Bond Trust Services Corporation for General Obligation Improvement Bonds, Series 2007A, in the amount of \$6,952.50.
  13. Approve to pay Invoice 30904 from Bond Trust Services Corporation for General Obligation Refunding Bonds, Series 2008A, in the amount of \$1,758.75.
  14. Approve to pay Invoice 31496 from Bond Trust Services Corporation for General Obligation Refunding Bonds, Series 2008A, in the amount of \$225.00.
  15. Review and file letter from the State Demographic Center regarding annual population and household estimates for the City of Walker.
  16. Approve to pay Minnesota PFA for G.O. Bonds in the amount of \$182,249.72.
  17. Approve to pay Invoice B061275 from Braun Intertec for 5<sup>th</sup> Street pre-construction condition surveys in the amount of \$7,466.
  18. Approve to pay Invoice 2696 from On Systems Inc. in the amount of \$2,042.25 for computer services from 4/22/2016 to 5/31/2016.
- Motion approved (5-0)

**PUBLIC HEARING-CHRIS THORSON, ULTEIG**

Mayor Shaw called the public hearing to order at 6:05p.m.

Mayor Shaw adjourned the public hearing at 7.58 p.m.

Mayor Shaw called the regular scheduled meeting to order at 8:08p.m.

**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 #52525 to Claim #52658 including Voided Check Numbers 52562 and 52563 and bank drafts in the amount of \$657,101.36.  
Motion passed (5-0)
2. Wilkening stated that if we deviate from this then the budget doesn't work also noting that he will be voting for this assessment as presented. Senenfelder agrees that the budget has to work. McMurrin states that she didn't hear anything different than what she heard before. Haeefele stated that the public was concerned about the proposed interest rate on it and that we don't know what we are being charged. Haeefele questioned if they budgeted at 2% instead of 3% to see if that would work. Was the budget done a couple of different ways to see the difference? Wilkening stated that we did it at 1% for our charge and we did it at 3% charged to the property owners. Haeefele questioned if they did it at 2% and charged to the property owners. No but I can tell you that the budget is close. Haeefele questioned if he knew what the

difference would be. Wilkening states off the top of his head, he did not know. Haefele questioned if we should go back and look at that again. Wilkening stated that he doesn't believe we should, because when we looked at the budget originally, it relies on adding one-two new users a year. It makes some assumptions that our city will have some growth. If we start changing the numbers and cutting back the assessment amounts then our budget won't work. Thorson added that the budget was something that was required by the PFA we would have to start the process all over again if we changed the numbers. Bjorklund reminded the board that we don't know what we are going to be charged until we tell Steve Lafontaine to start the final process. What we have at this point is an application to the PFA and all of the numbers as they are presented tonight and a stack of papers this big that was submitted to the PFA with all the information they needed. If we change that then we change the dynamics of our loan application and we would need to go back to square one and start again. I would estimate that was close to a 45 day process. If we do that, we do not have enough money in our bank account to pay for this project, while we wait to go through this process again. Shaw stated to Haefele that it is difficult to come up with a number off-the-cuff. That himself and Wilkening and Terri have sat down and looked at the budget line by line and looked at different variables and had Chris run different variables for them. Wilkening reminds the Board that they are doing this assessment hearing mid project, usually you do the final assessment hearing after the bonds are all done, but that would delay it into November and December. We felt it was important to get it done now, while people are here. Bjorklund added that by doing this final assessment item today they have until November 15<sup>th</sup> to possibly save money or make money and to possibly pay off the assessment or a portion of their assessment before it gets assessed to the taxes come November. It gives the taxpayer time to adjust and figure out how they are going to move forward with the payment. Haefele questioned if there were more grants available. Bjorklund stated that for water/stormwater/sewer PFA is what our options are in the State of Minnesota.

2. **M/S Senenfelder/Wilkening** to approve of Resolution 27-2016 a resolution adopting the assessment.  
Roll Call: Ayes: Haefele, McMurrin, Senenfelder, Shaw, Wilkening Nays: None  
Motion passed (5-0)
3. **M/S Senenfelder/Wilkening** to approve of Resolution 28-2016, a resolution accepting donations made to the City of Walker thru fiscal year 2016.  
Roll Call: Ayes: Haefele, McMurrin, Senenfelder, Shaw, Wilkening Nays: None  
Motion passed (5-0)
4. **M/S Senenfelder/McMurrin** approve to pay Invoice No. 58323 from Ulteig in the amount of \$50,508.33 for professional services through May 31, 2016 for the 2016 Southside Street and Utility Improvements.  
Motion passed (5-0)
5. **M/S Senenfelder/McMurrin** approve to pay Invoice No. 2014-3799 from Northern Engineering in the amount of \$14,678.43 for project 2016-066 Cass County Hwy-5<sup>th</sup> Street Utilities.  
Motion passed (5-0)

6. **M/S Senenfelder/McMurrin** approve to pay R.L. Larson Excavating, Inc. \$933,284.06 for partial payment No. 2 for project No. R15.00604 dated June 30, 2016 for the 2016 Southside Area and 5<sup>th</sup> Street North Utility and Street Improvements and to bill Cass County \$134,121.02 for their portion of charges.  
Motion passed (5-0)
7. **M/S Senenfelder/McMurrin** to approve of the resignation of Charlotte Hines as the Zoning Administrator (she will continue in her position as the Deputy Register) and reducing her salary by \$2.00 per hour due to reduced job duties. Effective July 16, 2016  
Motion passed (5-0)
8. **M/S Senenfelder/McMurrin** to approve of the recommendation of the Personnel Committee to train Pamela Smith as the Zoning Administrator with an additional \$2.00 per hour to her wage effective July 16, 2016 and after a successful 6 month evaluation an additional \$1.00 per hour to her wage (she will also continue in her current job duties)  
Motion passed (5-0)
9. **M/S Senenfelder/Wilkening** to approve of the recommendation of the Personnel Committee to hire Mary Beth Hansen as a Part-Time Liquor Store Clerk at the rate of \$11.00 per hour  
Motion passed (5-0)
10. **M/S Senenfelder/Wilkening** to approve of the recommendation of the Personnel Committee to increase the wage of Lindsey Fallgren, Liquor Store Clerk \$1.00 per hour. Effective July 16, 2016  
Motion passed (5-0)

**ECONOMIC DEVELOPMENT/LIQUOR STORE & AIRPORT – Councilmember McMurrin**

1. **M/S McMurrin/Wilkening** to approve of Walker Planning Commission/Board of Adjustments Regular and Public Hearing meeting minutes of May 23<sup>rd</sup>, 2016.  
Motion passed (5-0)
2. **M/S McMurrin/Senenfelder** to approve of the recommendation of the Walker Planning Commission/Board of Adjustment to approve LU-2016-06 Final Plat No.2 Cass County Land Exchange for a County State Aid Highway System within Walker City limits.  
Wilkening explained that when the State closed down Ah-Gwah-Ching and the County took it over, there was a State Hwy 149 that dead ended at their front door, which used to be a requirement since it was a State facility to have a State Aid Highway. State Highways don't dead end. Part of that agreement was the land and that ultimately they wanted that highway to go to highway 34. The County took it upon themselves to develop a plan that would route this new highway, they are calling 37 through the counties acquired land that used to be Ah-Gwah-Ching and bring it through County Rd 50 was the plan and the City has some land behind the sewer ponds so there is going to be some land exchange which will bring all the Cities land together instead of it being divided apart. By doing this, it will allow the County to fulfill an agreement with the State for a State highway out to 34.  
Motion passed (5-0)

3. **M/S McMurrin/Wilkening** to approve of Resolution 21-2016, a resolution designating a plat of the roadway right-of-way as county state aid highway 37.  
Roll Call: Ayes: Haeefe, McMurrin, Senenfelder, Shaw, Wilkening Nays: None  
Motion passed (5-0)
4. **M/S McMurrin/Senenfelder** to approve of Resolution 05-2016, a resolution calling for a public hearing to receive public comment on the proposed adoption of Ordinance 2016-07, an Ordinance amending the City code, Chapter 115: SHOOTING RANGES and Chapter 154: ZONING AND SUBDIVISION.  
Roll Call: Ayes: Haeefe, McMurrin, Senenfelder, Shaw, Wilkening Nays: None  
Motion passed (5-0)
5. **M/S McMurrin/Wilkening** to approve of Resolution 26-2016, a resolution calling for a public hearing to receive public comment on the proposed adoption of Ordinance 2016-08, an Ordinance adding regulations to Land Use, Chapter §154.013 opting –out of the requirements of Minnesota Statutes, Section 462.3593.  
Roll Call: Ayes: Haeefe, McMurrin, Senenfelder, Shaw, Wilkening Nays: None  
Motion passed (5-0)

**LIBRARY, PARKS– Councilmember Haeefe**

1. **M/S Haeefe/Senenfelder** to approve of the Walker Park Advisory Board meeting minutes of May 24<sup>th</sup>, 2016.  
Motion passed (5-0)
2. Review and file finalized colors for the playground equipment.  
Jen Arnold shows a picture of playground equipment.
3. **M/S Haeefe/Senenfelder** to approve of the request of the Park Advisory Board for the Park fund to contribute an additional \$5,000 to the play equipment fund in order to complete the project.  
Haeefe questioned if this could be amended to \$7,600? We can be done with this for \$7,600. Shaw questioned if all the equipment has been ordered. Haeefe and Senenfelder answered no. Shaw stated that he thought some of it was, because that is why they approved some money to have some equipment ordered early. Pfeiffer clarified that they are hoping that the Council can approve the rest of it, then they can bundle the delivery of everything and that will fit within the time lines of what we are looking at for possible install. Shaw questions if the delivery date can be changed or if that is set in stone. Frizzell stated that we can move the delivery date back to late September with no penalties. Holly states that the last portion is to make sure that the bricks are paid for and we also continue to raise funds to finish a nice playground but we are also getting a nice pathway. Senenfelder stated that the City is into this for \$24,000 plus the donations have brought it to \$51,000. Shaw questioned what fund this was coming out of. Bjorklund clarified that it would be Park Capital Projects. If you're asking if we have \$5,000, I'm sure we do. Shaw questioned if they have \$7,600. Bjorklund replied that she is sure we have it. Wilkening asked what about given them the opportunity to complete their goal for a month. The friends of the Park state that they will continue to sell bricks and apply for grants. The money that we get for the bricks will come back to the playground in some way, shape or form.  
Motion failed (0-0)

4. **M/S** Haefele/Senenfelder to approve of the request of the Park Advisory Board for the Park fund to contribute an additional \$7,600 to the play equipment fund in order to complete the project.  
Motion passed (3-1)  
Nay: McMurrin  
Abstain: Wilkening
5. Delivery date of playground equipment is proposed to be September 14<sup>th</sup>
6. **M/S** Haefele/McMurrin to approve of the request of the Library Board to reconsider an appointment of a Library Board member to the building committee.  
Wilkening believes that it should be someone that lives in the City on the Library building committee. The bulk of the money that is in there came from the City or a donation to the City.  
Motion passed (5-0)

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

1. **M/S** Wilkening/Senenfelder to approve of the recommendation of the Public Works Committee to approve the obstruction/street closure permit application for the dates of August 19<sup>th</sup>, 2016 starting at 6:00 p.m. to August 21<sup>st</sup>, 2016 at 5:00 p.m. closing the entire street from Michigan to the First National Bank entrance.  
Motion passed (5-0)
2. **M/S** Wilkening/Senenfelder to approve of the recommendation of the Public Works Committee of the project addition of Storm Sewer pipe replacement on Michigan and 7<sup>th</sup> Street along with the removal of the guardrail and filling a portion of the ditch at an estimated cost of \$16,000. (Current projected use of construction contingencies is \$66,000 or 29%)  
Motion passed (5-0)
3. **M/S** Wilkening/McMurrin to approve Terri Bjorklund to work with city engineer and Neil to find out why water is coming up on Main Street in front of Hardees and could possibly be digging on 2<sup>nd</sup> and Minnesota.  
Motion passed (5-0)

**OTHER BUSINESS –Mayor Jed Shaw**

- The next Construction Update meeting will be held Tuesday July 12<sup>th</sup>, 2016 at 10:00 a.m. All further Construction Update meetings will be held on Tuesdays at 8:00 a.m.

**ADJOURNMENT-Mayor Jed Shaw**

Mayor Shaw adjourned the regularly scheduled Meeting at 8:52 p.m.

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

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