

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, SEPTEMBER 8, 2014**

CALL TO ORDER –Mayor Scott Brun

- Mayor Scott Brun called the regular scheduled meeting to order at 6:01p.m.
- Pledge of Allegiance
 - Council members present: Brun, Moore, Nelson and Wilkening
 - Council members absent: McMurrin
 - Others present during portions of the meeting included:

Terri Bjorklund, City Administrator

Wayne Tennis, Police Chief

Dean Morrill, Pilot Independent

Jim Senenfelder, Self

Pamela Smith, City Employee

Gail Levenson, Cass County EDC

Larry Reis, Self

Dennis Dammen, Self

John Valen, City Attorney

Travis Bakker, Police

Nancy Vareburg, Self

James Vareburg, Self

Marilyn Millard, Self

Linda Reis, Self

Jed Shaw, Self

CONSENT AGENDA

M/S Wilkening/Moore to approve the Consent Agenda Items 1 thru 14 as follows, waving the reading.

1. Approve Walker City Council regular meeting minutes of August 4, 2014.
2. Review and file Draft of Walker Park Board Meeting Minutes of August 26th, 2014.
3. Review and file Draft Walker Planning Commissions/Board of Adjustments Meeting Minutes and Public Hearing Minutes of August 25th, 2014.
4. Review and file July 2014 Zoning Administrator report.
5. Review and file Walker Area Joint Fire Department meeting minutes of July 10th, 2014.
6. Review and file Cemetery Board Notes of August 5th, 2014 No Quorum
7. Review and file Walker Police Department Monthly Report.
8. Review and file Cass County Economic Development report.
9. Approve Cash Balance Report as of July 31st, 2014.
10. Review and file thank you letter from Leech Lake Chamber of Commerce.
11. Review and file thank you letter from Adventure Cycling Association.
12. Review and file LMC 2014 Regional Meeting pamphlet.
13. Review and file letter from Cass County Board of Commissioners notifying Cities and Townships about the surplus auction on September 6, 2014.
14. Review and file letter from Arvig regarding Franchise Renewal.

Motion passed (4-0)

Mayor Brun makes a change in the agenda to accommodate a majority of the public that attended the meeting are here for number one under Public Works/Safety Cemetery.

PUBLIC WORKS, SAFETY & CEMETERY – Councilmember Wilkening

1. M/S Wilkening/Moore to send the request of Sawmill Cove to install underground electric to Public Works to form a committee to resolve all issues that may ensue from this request.

Wilkening reviewed the request from Sawmill Cove for installation of underground electric to the dock system.

Wilkening-A variety of different issues have come up; does the City have the legality to issue the lease, size of docks, amount of space originally leased. It has gotten to be more complex than just simply talking about electricity.

Wilkening confirms that there are four in the association and made note of meeting with Larry Reis.

Wilkening-The City has some Storm Water issues and this would be the time to consider what we're going to do there. From that perspective I don't believe we can move forward neither approving nor denying the request.

Wilkening suggests finding out all the facts in regards to the matter by the 1st of the year. Wilkening-When they come back they can put their docks back in and everything can be resolved.

Bjorklund states that the latest email from Darren with the DNR has been forwarded to all Council members. Bjorklund agrees that forming a committee is a good idea to ensure that correct legal procedures can be followed so the Council can grant what Sawmill Cove is requesting.

Wilkening states the Ordinance changes will have to take place as well.

Bruns-From memory a gentleman by the name of Loren Adams purchased that property and from my understanding they did have lake access whether it was legally done then, I don't know.

Citizens that attended the meeting voiced their concerns with safety issues with having no light at their dock area and making sure the committee that was formed would be open minded in regards to making a decision regarding their request. The association would like to be informed of these committee meetings. Bruns agreed that they should leave phone numbers and email address on the sign-in sheet as to where they could be reached. Motion passed (4-0)

SCHEDULED CITIZEN PRESENTATIONS –Mayor Scott Bruns

M/S Nelson/Wilkening to approve to provide a letter of support for Cass County EDC seeking marketing grants.

Gail describes the need for marketing for Cass County EDC, and would like to request a letter of support from the City of Walker; to support their grant request for marketing.

Motion passed (4-0)

STAFF COMMENTS – Administrator Terri Bjorklund

Bjorklund informs the Council that Carrie Mussleman who has been our Librarian for the last 10 years has given her letter of resignation, effective September 30th, 2014. She has accepted a position at a Library in Iowa. Kitchigami Regional Library will be filling that position.

PERSONNEL, BUDGET & ADMINISTRATION – Councilmember Nelson

1. **M/S Nelson/Moore** to approve of Claim #50020 to Claim #50063 and Claim #50066 to Claim #50170 and Voided Check Numbers 50064 and 50065 and bank drafts in the amount of \$645,047.46.

Motion passed (4-0)

2. Discussion on the proposed 2015 Budget, attached in Exhibit A of Resolution 23-2014.

Nelson describes the zero percent increase for the 2015 Levy. He stated that he feels comfortable with what they were able to come up.

Bruns stated that by his understanding passing a zero percent Levy would mean that they would be stuck with that. He worries that they would potentially need more money to take of some unforeseen expenses. Bruns suggests raising the percent, then decreasing it if need be.

Wilkening states that it could come out of reserves.

Nelson notes that they have money set aside for street capital projects and sewer projects and other monies set aside for contingencies.

Wilkening reiterates that he feels comfortable with this number and believes that is the number they should stay at through December.

Bruns-I appreciate that work that you've done, but I don't want to see us come back next year or the year after because we didn't do anything in 2014 and now we have to make up for it.

3. **M/S Nelson/Wilkening** to approve of Resolution 23-2014, a Resolution Adopting Preliminary Budget and Tax Levy, and Certifying the Truth and Taxation Meetings.

Roll Call: Ayes: Nelson, Moore, Bruns, Wilkening Nays: None

Motion passed (4-0)

4. **M/S Nelson/Wilkening** to approve of Resolution 22-2014, a Resolution Accepting Donations made to the City of Walker Thru Fiscal Year 2014.

Roll Call: Ayes: Nelson, Moore, Bruns, Wilkening Nays: None

Motion passed (4-0)

5. **M/S Nelson/Moore** to approve of Resolution 24-2014, a Resolution Declaring Surplus Equipment and Property.

6. Roll Call: Ayes: Nelson, Moore, Bruns, Wilkening Nays: None

Motion passed (4-0)

7. **M/S Nelson/Moore** to approve to send Charolette Hines to the annual Minnesota Deputy Registrar's Association at a cost of \$20.00 plus mileage and meals.

Motion passed (4-0)

8. **M/S Nelson/Moore** to approve to accept the resignation of Janice Pfarr, full-time motor vehicle clerk, effective September 12th, 2014.

Motion passed (4-0)

9. **M/S Nelson/Moore** to approve to hire Carol Longfellow to fill the vacated motor vehicle clerk position at a rate of \$11.75 per hour upon the successful completion of the 6 month probationary period an additional .50¢ per hour.

Wilkening adds that the City is limited sometimes on what can be discussed during the interview process; it would be nice to have a direct discussion with the person being interviewed.

Bjorklund-The last interview this is exactly what was done. To show her exactly what she would be living on. They get a general what benefits are and what are out of pocket. We show them that this is what your take home is going to be.

Motion passed (4-0)

10. **M/S Nelson/Moore** to approve to accept the resignation of Jesse Kuechle, part-time liquor store clerk, effective July 31st, 2014.

Motion passed (4-0)

11. **M/S Nelson/Moore** to approve to hire Jon Guthmiller to fill the part-time cemetery caretaker position at a rate of \$12.00 per hour and to also fill the vacated part-time liquor store clerk position at a rate of \$9.00 an hour upon the successful completion of the 6 month probationary period as the liquor store clerk an additional .50¢ per hour.

Nelson stated that he was willing and able to fill the open liquor store position with the understanding that he will not make as much doing that because that is not what they pay at the liquor store.

Motion passed (4-0)

ECONOMIC DEVELOPMENT & LIQUOR STORE – Councilmember Moore

1. **M/S Moore/Nelson** to approve of Walker Planning Commission/Board of Adjustments Meeting Minutes of July 28th, 2014.

Motion passed (4-0)

2. **M/S Moore/Nelson** to approve of the recommendation of the Walker Planning Commission/Board of Adjustments to approve LU-2014-05 CUP, a conditional use request that will convert a garage loft into a guest quarters.

Bruns states his concern about having this turn into what happened a few years ago. He clarifies that this will not be used for a rental.

Wilkening states that this will have sewer and water to the guest living quarters and anything negative that came out of the last one was resolved with this one.

Motion passed (4-0)

LIBRARY, PARKS & AIRPORT – Councilmember Wilkening

1. **M/S Wilkening/Nelson** to approve of the Walker Park Board Minutes of July 22nd, 2014.

Motion passed (4-0)

2. **M/S Wilkening/Moore** to approve of the recommendation of Walker Park Board to accept the application from Walker Area Community Center to use the lower pavilion and grass area for Chase the Police Triathlon July 24th and 25th, 2015, contingent upon the City receiving proof of liability insurance and that the WACC will develop a plan that improves public access to the space and doesn't block access Friday and Saturday.

Wilkening states they shouldn't have the right to block off access to the swimming beach Friday and up until their done on Saturday.

Wilkening-They had taped off the whole area and made it look not usable.

He suggests early Saturday morning or when the swimming takes place, to rope it off then.

Chief Tennis-With the orange fence they can wait but on Saturdays the STS crew wouldn't be available, but I see no problem with this.

Senenfelder notes they should not be blocking the boat ramp.

Wilkening and Moore amend their previous motion that did not include the contingency that the WACC would develop a plan that improves public access to the space and doesn't block access Friday and Saturday.

Motion passed (4-0)

3. **M/S Wilkening/McMurrin** to approve of the request to revise the FAA grant for the crack filling to include a poly patch application to the runway in the areas of larger cracking. This would change the grant from \$27,655.48 to \$29,789.20 with the City paying 5%.

Bruns states that there is a change in the amount listed on the agenda of \$54,010.96 to change to \$29,789.20.

Bruns notes that they are not going to do all of the cracks, in hopes to get a grant next year to do the rest of them.

Bjorklund adds that the FAA will only allow a 15% increase to your grant request.

Motion passed (4-0)

OTHER BUSINESS –Mayor Bruns

- Reminder of September 11th observance at 9:00 a.m. on the North lawn of the Court House.

ADJOURNMENT –Mayor Bruns

Mayor Bruns adjourned the Regular Scheduled Meeting at 6:51 p.m.

Scott Bruns, Mayor

Attest: _____
Terri Bjorklund, Administrator