

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, SEPTEMBER 14, 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: Haeefele, 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
John Valen, City Attorney
Kristin Holly, Self
Jim Vareberg, Sawmill Cove Assn
Jarod Mankie, Northern Peace F.H.
Shannon Pfeiffer, Self

Terri Bjorklund, City Administrator
Wayne Tennis, City Police
Marilyn Millard, Sawmill Cove Assn
Larry Reis, Sawmill Cove Assn
Jenn Arnold, Self
Nancy Vareberg, Sawmill Cove Assn
Janelle Mankie, Northern Peace F.H.

CONSENT AGENDA

M/S Senenfelder/McMurrin to approve the Consent Agenda Items 1 thru 16 as follows, waving the reading.

1. Approve Walker City Council regular Meeting Minutes of August 3rd, 2015.
2. Review and file draft of Walker Park Board Meeting Minutes of August 25th, 2015.
3. Review and file draft of Walker Park Board Special Meeting Minutes of August 31st, 2015.
4. Review and file Public Works Meeting minutes of August 19th, 2015.
5. Review and file July 2015 Zoning Administrator report.
6. Review and file draft Walker Planning Commissions/Board of Adjustments Meeting Minutes of August 31st, 2015.
7. Review and file Walker Area Joint Fire Department Meeting Minutes of July 9th and August 13th, 2015 and Agenda for August 13th September 10th, 2015.
8. Review and file Walker Police Department Monthly Report.
9. Approve Cash Balance Report as of July 31st, 2015.
10. Review and file payment to SEH Invoice No. 301119 in the amount of \$4,400.00 for payment of the 2015 Airport Crack seal project.
11. Review and file letter of final approval from MDH for the Wellhead Protection Plan, Part 2.
12. Approve to pay Analytical & Consulting LLC, the contracted bid amount of \$6,500.00 invoice dated 8/17/2015.
13. Review and file thank you letter from Leech Lake Chamber of Commerce.
14. Review and file total amount paid by Sawyer Enterprise LLC for sewer pond timber in the amount of \$17,089.80.

15. Review and file 2016 PERA rate increase aid notice letter from the Minnesota Revenue Department.
16. Approve the quote from Freeman Well Drilling in the amount of \$6,775.09 for Pump replacement at the Cemetery.
Motion passed (5-0)

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 #51414 to Claim #51551 including Voided Check Numbers 51438, 51439 and 51447 and bank drafts in the amount of \$333,622.28.
Motion passed (5-0)
2. **M/S** Senenfelder/Haeefele to approve of Resolution 23-2015, a resolution accepting donations made to the City of Walker thru fiscal year 2015.
Roll Call: Ayes: Haeefele, Senenfelder, Shaw, McMurrin, Wilkening Nays: None
Motion passed (5-0)
3. **M/S** Senenfelder/McMurrin to approve of the recommendation of Budget and Finance committee to approve the allocation of donations and expenditures laid out in the Exhibit B per the Liquor Store Profit Policy for fiscal year 2016.
Wilkening reviews with the board how they came up with the allocation of funds from the liquor store.
Motion passed (5-0)
4. Discussion on proposed 2016 Budget, attached in Exhibit A of Resolution 24-2015. Wilkening explains to the board that this is the approval of the *preliminary budget*. What they would be approving is a 2.2 percent maximum percent change of the levy. The budget committee will look at it again before the final budget and the number may stay the same or decrease, but will not increase. Wilkening states that this is below what they were two years ago. Compared to other cities are at a 5 or 6 percent change.
5. **M/S** Senenfelder/Wilkening to approve of Resolution of 24-2015, a resolution adopting preliminary budget and tax levy, and certifying the truth and taxation meetings.
Roll Call: Ayes: Haeefele, Senenfelder, Shaw, McMurrin, Wilkening Nays: None
Motion passed (5-0)
6. **M/S** Senenfelder/McMurrin to approve to hire Anna Blake for a 32 hour per week Liquor Store Clerk at a rate of \$10.00 per hour with a .25¢ per hour increase upon successful completion of the 6 month probation period.
Motion passed (5-0)

7. **M/S Senenfelder/Haeefe** to approve to hire Michelle Carlson for the part-time fill-in DMV Clerk (no guaranteed hours) at a rate of \$11.00 per hour with a .25¢ per hour increase upon successful completion of the six month probation period.
Motion passed (5-0)
8. **M/S Senenfelder/Wilkening** to approve to issue an order pursuant to Minnesota Statue §463.16 for Lot Six (6), Auditors Plat of Lot Five (5) Cass County, Minnesota, located within the city limits of Walker as stated in Exhibit C.
Wilkening and Senenfelder state that is time to move forward with this and something needs to be done.
Motion passed (5-0)
9. **M/S Senenfelder/McMurrin** to approve to send two staff members to the Cass County Emergency Sheltering Tabletop Exercise at no cost on September 16th from 8:00 am to Noon at the Walker Area Community Center.
Motion passed (5-0)

ECONOMIC DEVELOPMENT & LIQUOR STORE – Councilmember Haeefe

1. **M/S Haeefe/McMurrin** to approve of Walker Planning Commission/Board of Adjustments Meeting Minutes of July 27th, 2015.
Motion passed (5-0)
2. **M/S Haeefe/Wilkening** to approve of the Walker Planning Commission/Board of Adjustments to not allow Sawmill Cove to have a second driveway off of Cleveland Blvd.
Reis asked for an explanation on why the Planning Commission is not recommending approval for a second driveway.
Wilkening-This should have all been presented as one plan.
Members representing Sawmill Cove collectively agree the following are reasons why this should be approved; current driveway is not sufficient for 8 cars trying to use one twelve foot driveway; an ambulance or a fire truck would not have enough clearance to enter; there is a fire hydrant at the end of the current driveway making it impossible to use the hydrant where it is located; the current drive is only accessed through a different street making it difficult for people to find, the Fire Chief was stated as agreeing that the driveway should have been installed in the proposed second location; run-off would not be an issue, it would not be over the maximum pervious surface coverage; they are not near an intersection or fire hydrant or stop sign where they are proposing to install the new one.
Senenfelder questioned Lange about the fire hydrant.
Lange stated that you will never be able to move the hydrant. The reason it was installed in that location was because it was on a dead-end run.
Haeefe and Wilkening question why it was not included in the original plans and requests?
Jim Vareberg states that because of his past experience of installing driveways he never thought this would be an issue.
Mayor Shaw questioned how clear the original plans were and the impervious surface coverage that is allowable.
Senenfelder questioned what the surface of the proposed driveway would be.
Jim Vareberg states that it would be twelve foot wide.

Ayes: Wilkening, McMurrin

Nays: Senenfelder, Haefele, Shaw

Motion fails (2-3)

M/S Senenfelder/Haefele to approve to send the request of Sawmill Cove for the installation of a second driveway off of Cleveland Blvd. back to Planning Commission for further review.

Ayes: Haefele, Senenfelder, Shaw

Nays: McMurrin, Wilkening

Motion passed (3-2)

3. **M/S** Haefele/Wilkening to approve of the recommendation of the Walker Planning Commission/Board of Adjustments to approve LU-2015-07 CUP with the following findings of facts and conditions:

Findings of fact:

- With implemented conditions, no soil erosion or possible pollution of public waters is likely as a result of the conditional use.
- The visibility of structures and other facilities as viewed from public waters is not affected by the conditional use.
- The site is serviced by adequate city water and sewer services. N/A to this request
- The conditional use does not attract watercraft.
- The Free Standing Sign is an allowable conditional use in this zoning district.
- The use, with conditions imposed by the Planning Commission, is compatible with the surrounding neighborhood, in that there are other similar uses in the area.
- The use, with conditions imposed by the Planning Commission, would not likely be injurious to the public health, safety, decency, order, comfort, convenience, appearance, or prosperity of the City.

Conditions:

- Erosion control methods must be used during construction of sign.
- The removal of vegetation will require replanting of the disturbed area and will be accomplished with best practices to control erosion.
- Lighting of the sign shall not disturb the peace and tranquility of the neighborhood.
- The proposed use must meet all other City ordinance requirements. Failure by the owner to act in reliance on a conditional use permit within six months or failure to complete the work under a conditional use permit within one year, unless extended by the Planning Commission, shall void the permit.

Motion passed (5-0)

4. Discussion on Open House at the Chase on the Lake Ball Room on October 21st, 2015 from 5:30-7:30 for citizen input on the Comprehensive plan.

LIBRARY, PARKS & AIRPORT – Councilmember McMurrin

1. **M/S** McMurrin/Senenfelder to approve of Park Board Minutes of July 28th, 2015.
Motion passed (5-0)
2. **M/S** McMurrin/Senenfelder to approve of the recommendation of the Park Board to approve the application from United Student Ministries (Calvary Church) to use the Park Sunday September 20th, 2015 from 4:00 p.m-9:00 p.m. for their Youth Fall Kick

Off; Calvary Church will be responsible for providing two additional Port-a-Johns for the event.

Motion passed (5-0)

3. **M/S McMurrin/Senfelder** to approve of the recommendation of the Park Board to approve the application from Walker Area Community Center to use the lower pavilion and grass area for Chase the Police Triathlon, set-up on July 22nd, 2016 and event on July 23rd, 2016 from 6:00 a.m. – 5:00 p.m. The beach and boat access will remain accessible. Contingent upon the City receiving Certificate of Liability Insurance.

Senfelder requested that they not block the boat ramp remains accessible.

Chief Tennis will work with the Community Center before the set up process.

Motion passed (5-0)

4. **M/S McMurrin/Wilkening** to approve of the recommendation of the Park Board to approve the quote from Remer Iron Works, Inc. in the amount of \$2,650.00 for skid resistant aluminum planks and an access panel to replace the current plastic decking for the swim raft.

Lange explained that the plastic kept breaking and replacing with the aluminum planks should rectify the problem.

Lange suggested a rule sign should be looked into at the next Park Board meeting.

Motion passed (5-0)

5. **M/S McMurrin/Wilkening** to approve of the recommendation of the Park Board to purchase the Midwest Playscapes Inc. 2-5 year old play equipment and have it installed by Midwest Playground Contractors Inc. in the amount of \$45,202.81. (The Park Board will continue working on a concept for the 5-12 Year olds for Council approval and a spring 2016 installation.)

Haefele expresses the opportunity to create a destination for visitors and community members. It is our obligation as Council Officials to make sure any improvements or changes are carefully considered and planned. The motion for spending \$45,000.00 is not ready to move forward. I feel like we are rushing to spend donated funds and taxpayer dollars. If we are going to expand the features of the Park, every single item needs to be carefully considered. We have an opportunity to save over \$17,000.00 if we do not let this go forward. There are grants available, the Walker Area Foundation, volunteer install; commitments from Friends of the Park, businesses and organizations that would help with the install are some of the resources that can be utilized to help with funding and expenses. The \$45,000.00 is for one play unit only for 2-5 year olds. Haefele compares another play unit that is valued at \$50,000.00 for both 2-5 year olds and 7-12 year olds. Haefele expresses the need to have a better plan that would include a survey that would indicate where the man holes, electrical and plumbing lines are located and a sign that would recognize the fiscal donors. Haefele pleads with the Board to wait until spring to better utilize the opportunity to use all the resources and encourages Councilmembers to send this back to the Park Board.

The discussion that ensued included how this process was started 5 years ago and this is derailing years of work; the public would like to be more involved in the Park Plan; the possibility of having joint powers agreement with surrounding townships for the

Park and area community members creating a Friends of the Park committee with the hopes the City would recognize their committee.

Valen noted that State Statutes allow Fire Departments to operate under joint powers and did not think a statutory committee would allow for a City Park to operate under the same.

Valen stated that it is not the responsibility of the City to create the Friends of the Park committee, but they could with the hopes of the City recognizing them. The City doesn't have to and it is not the obligation of the City to create such a committee.

Ayes: McMurrin, Wilkening

Nays: Haefele, Senenfelder, Shaw

Motion fails (2-3)

M/S Haefele/Senenfelder to approve to send the previous request back to the Park Board to come up with plans that include a spring install and a site plan, come up two playsets and to include a volunteer install a more comprehensive plan that includes both age ranges 2-5 year olds and 5-12 year olds and to work with Friends of the Park once they have formalized their organization.

Ayes: Haefele, Senenfelder, Wilkening, Shaw

Nays: McMurrin

Motion passed (4-1)

PUBLIC WORKS, SAFETY & CEMETERY – Councilmember Wilkening

1. **M/S** Wilkening/Senenfelder to approve of the recommendation of the Public Works Committee to request a Variance to lower the fluoride concentration.

Wilkening explains that the State recommends a lower level of the fluoride concentration.

Motion passed (5-0)

2. **M/S** Wilkening/Shaw to approve of the recommendation of the Public Works Committee to allow the installation of one additional eight foot Cedar Fence to be installed by the lift station on Railroad Avenue. The cost of the fence, installation and maintenance would be the responsibility of the property owners requesting this.

Motion passed (5-0)

3. **M/S** Wilkening/Senenfelder to approve of the recommendation of the Public Works Committee to approve the quote from T&C excavating in the amount of \$390.00, and to move forward with the harbor clean-up of silt at the Cochran Marina site; contingent upon Walker Marine obtaining a permit from the DNR.

Senenfelder questioned what the long term plan is so it doesn't keep happening.

Lange stated that last year a different catch basin was installed and they will keep up with the clean up every three to five years or so.

Wilkening stated that this over time this would require continual maintenance.

Motion passed (5-0)

4. **M/S** Wilkening/Shaw to approve of the recommendation of the Public Works Committee to approve the quote from T&C excavating in the amount of \$1,155.00 for the reshaping of Thirteenth Street South.

Motion passed (5-0)

5. **M/S** Wilkening/McMurrin to approve of the recommendation of the Public Works Committee to approve the quote from Anderson Brothers in the amount of \$4,850.00

for repair of 2nd Street and Park Estates driveway apron splitting the cost 50/50 with Park Estates.

Motion passed (5-0)

6. **M/S Wilkening/Shaw** approve to stay with our current service provider Gas Service at the contracted price of \$1.19 per gallon for the 2015-2016 heating season. Wilkening stated that they have received a secondary quote, subsequent to that one of the original bids have changed their price. What is being proposed is do we stay with our current service provider or change providers. The Board discusses the convenience of staying with the current provider of Gas Service that includes they wouldn't have to switch tanks and they have reputed themselves as easy accessible service if something happens.

Motion passed (5-0)

7. **M/S Wilkening /McMurrin** to approve of recommendation of the Public Works Committee to approve the quote from Anderson Brothers in the amount of \$2,840.00 for the repair of Michigan Avenue where the water main break occurred.

Motion passed (5-0)

8. **M/S Wilkening/McMurrin** to approve of Resolution 25-2015, a Resolution approving the adoption of part II of the wellhead protection plan.

Roll Call: Ayes: Haefele, Senenfelder, Shaw, McMurrin, Wilkening Nays: None

Motion passed (5-0)

9. **M/S Wilkening/Senenfelder** to approve of Resolution 22-2015, a Resolution relating to parking restrictions on Minnesota Avenue West from the junction of Eighth Street South and Eighth Street North to Tianna Drive in the City of Walker.

Roll Call: Ayes: Haefele, Senenfelder, Shaw, McMurrin, Wilkening Nays: None

Motion passed (5-0)

OTHER BUSINESS –Mayor Jed Shaw

Wilkening questioned about the docks by the beach that have been consumed by bulrushes and what steps they would have to take to take care of that.

Bjorklund stated they are presently working with the DNR.

ADJOURNMENT-Mayor Jed Shaw

Mayor Shaw adjourned the regularly scheduled Meeting at 7:40 p.m.

Jed Shaw, Mayor

Attest:_____
Terri Bjorklund, Administrator