

**WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, DECEMBER 5TH, 2016**

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 McMurrin, Senenfelder, Shaw and Wilkening
 - Council members absent: Haefele
 - Others present during portions of the meeting included:

John Valen, City Attorney
Neil Lange, Public Works
Larry Howes, Self
Joanne Mitchell, City Employee

Pamela Smith, City Employee
Dean Morrill, Pilot Independent
Chris Thorson, Ulteig
Roger Albert, Self

CONSENT AGENDA-Mayor Shaw

M/S Wilkening/McMurrin to approve the Consent Agenda Items 1 thru 15 as follows, waving the reading.

1. Approve Walker City Council regular and public hearing minutes of November 7th, 2016 and continuation minutes of November 15th, 2016.
2. Review and file draft of Walker Library Board Meeting Minutes of November 16th, 2016.
3. Review and file draft of Walker Park Advisory Board minutes of November 22nd, 2016.
4. Review and file draft Walker Planning Commissions/Board of Adjustments regular meeting minutes of November 28th, 2016.
5. Review and file October Zoning Administrator report.
6. Review and file Walker Police Department Monthly Report.
7. Review and file Public Works Committee minutes of November 16th, 2016.
8. Review and file Walker Area Joint Fire Department Meeting Minutes of November 10, 2016.
9. Approve Cash Balance Report as of October 31, 2016.
10. Review and file Cass County October/November 2016 Property Tax Settlement.
11. Review and file Chamber of Commerce winter promotion with Explore Minnesota designating the Lighthouse in the Park as a checkpoint.
12. Review and file Thank you from the Chamber of Commerce for the 2016 festival of lights sponsorship.
13. Approve payment to Kitchigami Regional Library for the 2nd half of the 2016 Levy in the amount of \$7,282.50.
14. Approve to pay Rice Contracting & Development Services for placing fill on 5th Avenue wash-out in the amount of \$3,500.
15. Approve updated audit letter that adds the required single audit of Federal Programs and confirms the terms of the agreement for the years of 2016, 2017 and 2018 with Justin Clasen & Company LTD.

Senenfelder stated that number 3 on the consent agenda is not an accurate reflection on discussion of portions of the meeting. Shaw stated that it was a draft of minutes not the final draft.

Motion passed (4-0)

TRUTH IN TAXATION- Mayor Shaw

- 2017 Budget discussion and time for the public to comment and ask questions regarding 2017 proposed budget.

No public comment or questions were heard.

SCHEDULED CITIZENS PRESENTATION – Mayor Shaw

- Larry Howes – Lobbyist presentation

Howes, a former representative offered his services to the City to lobby at the capital for the optional sales tax. He discusses the possible estimated cost that could incur at worst case could be upwards of \$4,000, but would be hard to tell. It would be dependent on how many trips to the capital that it would take.

Shaw questioned how time sensitive that this would be. Howes stated that he has already been in contact with a senator and believes the bills would be drafted by the end of December.

Howes-I am reasonably confident that the sales tax option would be put into the bill.

There is an outside chance that if senator Skoe doesn't show up for the special session, maybe we can put it in that one but it is slim. I was assuming that you were in the bonding bill. I could not find Walker at all.

Thorson reassures that the City of Walker is within the PFA list that is out.

Wilkening estimates that on a higher number it would cost approximately \$500 per trip considering that would include overnights. If you made about 10 trips that would be \$5,000.

Larry states that he will talk to the tax chair at the beginning of the year and by then he would know what the chances are at putting it in the bill.

Wilkening questioned what the cost is to register as a lobbyist. Howes replied that he will make a call to the Campaign Finance Board to find out if he lobby's for the City of Walker for a stipend but not a salary, would he have to register. Howes figures it may cost \$100.00 if he is required to register; but that is just a guess.

Shaw suggested that they put Larry on the agenda with a committee to help finalize the details.

Wilkening notes that an earlier phone conversation with Valen where he questioned the City funding this and what was allowed and what wasn't.

Valen stated that he could not find anything that prohibits it; but is still waiting on a response from the League of Minnesota Cities.

The Board agreed to bring it to a budget and finance meeting and then to the Council meeting on the 29th for a potential vote.

Wilkening questioned the date of when Larry would go down to the capital. Howes replied that it wouldn't be until after the 10th of January.

Wilkening questioned Valen if it would be wise to have a contract between Larry and the City. Valen agreed that it would.

**CITY OF WALKER
PUBLIC HEARING MINUTES
PERTAINING TO FEES FOR LICENSES, PERMITS, RENTALS, LEASES AND
MUNICIPAL SERVICES WALKER FIRE HALL MEETING ROOM
MONDAY, DECEMBER 5, 2016**

CALL TO ORDER –Mayor Jed Shaw

- Mayor Jed Shaw called the Public Hearing to order at 6:15 p.m.
 - Council members present: McMurrin, Senenfelder, Shaw and Wilkening
 - Council members absent: Haefele
 - Others present during portions of the meeting included:

John Valen, City Attorney
Neil Lange, Public Works
Larry Howes, Self
Joanne Mitchell, City Employee

Pamela Smith, City Employee
Dean Morrill, Pilot Independent
Chris Thorson, Ulteig
Roger Albert, Self

Mayor Shaw opened the Public Hearing at 6:15 p.m. and address's the public asking if there are any questions or comments regarding this Public Hearing.
There were no public comments or suggestions heard.

Public hearing closed at 6:15 p.m.

**CITY OF WALKER
PUBLIC HEARING MINUTES
FOR ADOPTING AND ENACTING A NEW CODE FOR THE CITY OF
WALKER
WALKER FIRE HALL MEETING ROOM
MONDAY, DECEMBER 5, 2016**

CALL TO ORDER –Mayor Jed Shaw

- Mayor Jed Shaw called the Public Hearing to order at 6:15 p.m.
 - Council members present: McMurrin, Senenfelder, Shaw and Wilkening
 - Council members absent:
 - Others present during portions of the meeting included:

John Valen, City Attorney
Neil Lange, Public Works
Larry Howes, Self
Joanne Mitchell, City Employee

Pamela Smith, City Employee
Dean Morrill, Pilot Independent
Chris Thorson, Ulteig
Roger Albert, Self

Mayor Shaw opened the Public Hearing at 6:15 p.m. and address's the public asking if there are any questions or comments regarding this Public Hearing.
There were no public comments or suggestions heard.

Public hearing closed at 6:16 p.m.

CITY STAFF COMMENTS – Administrator Terri Bjorklund

None.

PERSONNEL, BUDGET & ADMINISTRATION – Councilmember Senenfelder

1. **M/S** Senenfelder/Wilkening to approve of Claim #53107 to Claim #53230 including voided check #53153 and voided check #53070 dated October 27th, 2016 and bank drafts in the amount of \$1,022,636.83.
Motion passed (4-0)
2. **M/S** Senenfelder/McMurrin to approve to have DMV write a check to the City of Walker for expenses incurred 1-1-2016 through 11-29-2016 in the amount of \$91,898.97, plus December 2016 expenses.
Motion passed (4-0)
3. **M/S** Senenfelder/McMurrin to approve to pay Invoice No. 61196 from Ulteig in the amount of \$49,137.88 for professional services through October 31st, 2016 for the 2016 Southside Street and Utility Improvements.
Motion passed (4-0)
4. **M/S** Senenfelder/Wilkening to approve to pay R.L. Larson Excavating, Inc. \$76,176.78 for partial payment No. 7 for project No. R15.00604 dated November 30th, 2016 for the 2016 Southside Area and 5th Street North Utility and Street Improvements.
Motion passed (4-0)
5. **M/S** Senenfelder/McMurrin to approve to pay Invoice 2014-4118 from Northern Engineering & Consulting, Inc. for 2015-066 Cass County Hwy-5th Street project in the amount of \$15,272.07.
Motion passed (4-0)
6. **M/S** Senenfelder/Wilkening to approve to pay Briggs and Morgan \$7,522.11 for professional services rendered in connection with the \$1,913,436 GO Water Revenue Note of 2016.
Motion passed (4-0)
7. **M/S** Senenfelder/McMurrin to approve to pay Briggs and Morgan \$9,500.00 for professional services rendered in connection with the \$3,162,088 GO Sewer Revenue Note of 2016.
Motion passed (4-0)
8. **M/S** Senenfelder/Wilkening to approve of Resolution 54-2016, a resolution adopting the final 2017 Budget with 0.01 % change to the Levy.
Roll Call: Ayes: McMurrin, Senenfelder, Shaw, Wilkening Nays: None
Absent: Haefele
Motion passed (4-0)
9. **M/S** Senenfelder/McMurrin to approve of Resolution 53-2016, a resolution adopting the final tax levy.
Roll Call: Ayes: McMurrin, Senenfelder, Shaw, Wilkening Nays: None
Absent: Haefele
Motion passed (4-0)

10. **M/S** Senenfelder/Wilkening to approve of Ordinance 2016-11, an Ordinance amending Chapter 36:Fees Appendix A and Appendix AA.
 Roll Call: Ayes: McMurrin, Senenfelder, Shaw, Wilkening Nays: None
 Absent: Haefele
 Motion passed (4-0)
11. **M/S** Senenfelder/Wilkening to approve of Resolution 55-2016, a Resolution authorizing summary publication of Ordinance 2016-11.
 Roll Call: Ayes: McMurrin, Senenfelder, Shaw, Wilkening Nays: None
 Absent: Haefele
 Motion passed (4-0)
12. **M/S** Senenfelder/McMurrin to approve of Ordinance 2016-13, an Ordinance Adopting and Enacting a new Code of Ordinances for the City of Walker.
 Roll Call: Ayes: McMurrin, Senenfelder, Shaw, Wilkening Nays: None
 Absent: Haefele
 Motion passed (4-0)
13. **M/S** Senenfelder/Wilkening to approve of Resolution 56-2016, a Resolution authorizing summary publication of Ordinance 2016-13.
 Roll Call: Ayes: McMurrin, Senenfelder, Shaw, Wilkening Nays: None
 Absent: Haefele
 Motion passed (4-0)
14. **M/S** Senenfelder/McMurrin to approve of Resolution 58-2016, a Resolution rescinding Resolution 46-2016 a prior Resolution decertifying tax increment financing district no. 2-8 Wilkening of the City of Walker.
 Roll Call: Ayes: McMurrin, Senenfelder, Shaw
 Abstain: Wilkening
 Absent: Haefele
 Nays: None
 Motion passed (3-0)
15. **M/S** Senenfelder/Wilkening to approve of the request from the Walker Area Community Center for a donation of the cost of water to establish and maintain the rink along with a cash donation in the amount of \$3,500.00 for wages.
 Senenfelder stated the letter within the packet requested an increase of wages to \$4,500. The letter came in too late for budget consideration. We already donate the water.
 Lange stated that it was about 20,000 to 60,000 gallons a year.
 McMurrin reminded the Board that the townships also contribute and that the \$3,500 is already budgeted.
 Motion passed (4-0)
16. **M/S** Senenfelder/McMurrin to approve of Consider approval of the following Licenses for the City of Walker:

On-Sale
 Chase on the Lake, LLC
 Tianna Country Club, Inc.
 Spencer Ross Post 134
 Benson's Emporium, Inc.

Sunday
 Chase on the Lake, LLC
 Tianna Country Club, Inc.
 Spencer Ross Post 134
 Benson's Emporium, Inc.

Lucky Moose Bar & Grill
Café Zona Rosa
Bayside Bar & Grill
Blue Canoe B&B, LLC

Lucky Moose Bar & Grill
Café Zona Rosa
Bayside Bar & Grill
Blue Canoe B&B, LLC

Wine
Village Square
Jimmy's Family Restaurant

3.2 On-Sale
Jimmy's Family Restaurant
Village Square

3.2 Off-Sale
Jimmy's Family Restaurant
Super One Foods

Abstain: Wilkening
Motion passed (3-0)

ECONOMIC DEVELOPMENT/LIQUOR STORE & AIRPORT –Councilmember McMurrin

1. **M/S McMurrin/Wilkening** to approve of the Walker Planning Commission/Board of Adjustments regular and public hearing minutes of October 31st, 2016.
Motion passed (4-0)
2. **M/S McMurrin/Senenfelder** to approve of the recommendation of the Planning Commission for the adoption of Ordinance 2016-12, an Ordinance adding regulations to Chapter 95: Nuisances and Chapter 96: Property Maintenance.
Roll Call: Ayes: McMurrin, Senenfelder, Shaw, Wilkening Nays: None
Absent: Haefele
Motion passed (4-0)
3. **M/S McMurrin/Wilkening** to approve of the Resolution 57-2016, a Resolution authorizing summary publication of Ordinance 2016-12.
Roll Call: Ayes: McMurrin, Senenfelder, Shaw, Wilkening Nays: None
Absent: Haefele
Motion passed (4-0)
4. **M/S McMurrin/Senenfelder** to approve of the recommendation of the Planning Commission to adopt the Comprehensive Plan with suggested revisions.
Motion passed (4-0)

LIBRARY, PARKS– Councilmember Wilkening

1. **M/S Wilkening/McMurrin** to approve of the Walker Park Advisory Board meeting minutes of October 25th, 2016.
Motion passed (4-0)
2. **M/S Wilkening/Senenfelder** to approve of the Library Board minutes of October 18th, 2016.
Motion passed (4-0)
3. **M/S Wilkening/Senenfelder** to approve of recommendation of the Park Board to approve the following applications for Park use from Leech Lake Chamber of Commerce; both are contingent upon receiving 2017 application fees.

Leech Lake Walleye Tournament-June 2nd-June 5th, 2017. Event is on June 3rd & 4th from 5 a.m. to 5 p.m.

Walker Bay Days- August 4th- August 7th, 2017. Event is on August 5th from 7a.m. to 6 p.m.

Motion passed (4-0)

4. **M/S Wilkening/McMurrin** to approve of the recommendation of the Park Board to approve the application for Park use from Northwood's Ski Touring Association for Tuesday September 5th, 2017 from 3pm-8pm; contingent upon receiving \$25.00 application fee.

Motion passed (4-0)

5. **M/S Wilkening/McMurrin** to approve of the recommendation of the Park Advisory Board for the adoption of Ordinance 2016-14, an Ordinance amending and adding regulations and re-titling of Chapter 99: Park/City Property Assemblies.

Wilkening stated that he liked the new Park Application.

Senenfelder stated that Erin did a great job with this.

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

Motion passed (4-0)

6. **M/S Wilkening/Senenfelder** to approve of Resolution 59-2016, a Resolution authorizing summary publication of Ordinance 2016-14.

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

Absent: Haefele

Motion passed (4-0)

7. Discussion regarding the Arts and Cultural Commission terms and draft Ordinance language.

Senenfelder reviews with the Board that this was originally brought to the Park Board. It is the feeling of the Park Board that the Arts and Culture Commission should be a separate entity itself. When you look at other communities they are also treated as separate entities. Terri did a good job putting the draft together.

M/S Wilkening/Senenfelder to approve the creation of an Arts and Cultural Commission with the terms that were drafted in the Ordinance.

McMurrin questioned that if Terri intended this to be just a draft or was this intended to be approved as a final?

Motion fails (0-4)

M/S Wilkening/Senenfelder to approve for a public hearing at the January Council for the Arts and Cultural Commission.

Motion passed (4-0)

8. **M/S Wilkening/Senenfelder** to approve of the recommendation of the Park Advisory Board to accept the revised Park Events Permit Application.

Motion passed (4-0)

9. **M/S Wilkening/Senenfelder** to approve of the recommendation of the Park Advisory Board to work together with the WACC to monitor the number of indoor and outdoor skaters.

Senenfelder-The WACC will tally up the numbers.

Motion passed (4-0)

PUBLIC WORKS, SAFETY & CEMETERY – Councilmember Wilkening

1. Recognition of the 2015 Water Fluoridation Quality Award.

OTHER BUSINESS –Mayor Jed Shaw

- Walker Bay Spirits will be closing at 4:00 p.m. on Saturday December 24th, 2016.
- City offices, DMV and Walker Bay Spirits will be closed Monday December 26th, 2016 in observance of Christmas and Monday January 2nd, 2016 in observance of New Year's Day.

CONTINUATION-Mayor Jed Shaw

Mayor Shaw continues the meeting until 5:00 p.m. on Thursday December 29th, 2016 to finalize any end of year business that may be needed.

Jed Shaw, Mayor

Attest: _____
Terri Bjorklund, Administrator