

# **Sept 12 2011 Regular City Council Minutes**

## **WALKER CITY COUNCIL**

### **REGULAR MEETING MINUTES**

#### **WALKER FIRE HALL MEETING ROOM**

**Monday September 12, 2011**

**CALL TO ORDER** – Mayor Bruns

Mayor Bruns called the regular scheduled meeting to order at 7:00 p.m.

Pledge of Allegiance

Council members present: McMurrin, Fjelstul, Wilkening, Moore, Bruns

Council members absent:

Others present during portions of the meeting included:

Terri Bjorklund, Administrator

Wayne Tennis, Police chief

Sylvia Bakker, City Employee

Neil Lange, Public Works Director

Dean Morrill, Pilot Independent

Edy Asell, Zoning Administrator

John Valen, City Attorney

Loren Novak, Resident

Joanne Mitchell, City Employee

Ken Bresley, Airport Commissioner

**CONSENT AGENDA – Mayor Bruns**

**M/S** Fjelstul, Moore to approve the Consent Agenda Items 1 thru 23 as follows, waving the reading, and adding the additions.

Approve Walker City Council Regular Meeting Minutes of August 1, 2011.

Approve Cash Balance Report as of July 2011.

Review and file Walker Police Department's Monthly Report.

Approve payment of \$866.00 to MN Department of Health for quarterly Community Water Supply Service Connection Fee.

Approve payment of Invoice #153986 in the amount of \$945.00 to the League of MN Cities for 2011-2012 Membership Dues.

Approve payment of Invoice #27333 to Tyler Technologies in the amount of \$5,647.63 for partial payment of the new Utility Billing/Accounting Program Training.

Approve payment of Invoice #343344 to Ehlers for the 2010 TIF Reporting.

Approve payment of \$650.00 to the MN Municipal Beverage Association for the City's 2011-2012 Membership Dues.

Approve payment of Invoice #52374 in the amount of \$2,484.25 to SCR-Northern Baxter for emergency repair on the dehumidification unit at the Water Treatment plant.

Approve payment of Invoice #405 in the amount of \$8,912.69 to Johnson Jet-Line, Inc. for cleaning and televising 5,550.00 feet of sewer line.

Approve payment of pay estimate number #5, to Tri-City Paving in the amount of \$14,933.06 for Phase I of the Walker Airport Parallel Taxiway.

Approve payment of pay estimate #3, to Tri-City Paving in the amount of \$2,136.74 for Phase II of the Walker Airport Parallel Taxiway.

Review and file letter dated August 17, 2011, from MN Department of Natural Resources.

Review and file letter dated August 23, 2011 from MN Department of Natural Resources.

Review and file extract of Minutes from Cass County, pertaining to Courtesy Car for the Airport.

Review and file Walker Bay Days/Leech Lake Area chamber of commerce Thank You for sponsorship and support of the 6<sup>th</sup> annual Walker Bay Days Event.

Review and file Walker Park Board's Meeting Minutes of August 23, 2011.

Review and file Walker Planning Commissions/Board of Adjustments Meeting Minutes of July 25, 2011.

Review and file Walker Planning Commissions/Board of Adjustments Meeting Minutes of August 29, 2011.

Review and file Walker Cemetery Board Meeting Minutes of August 22, 2011.

FYI: 2011/2012 Property Insurance Premium.

FYI: 2012 Local Government Aid Notice.

FYI: Certification of 2012 PERA State Aid.

Motion passed: 4-0

#### **SCHEDULED CITIZEN PRESENTATIONS** – Acting Mayor Fjelstul

Ken Bresly, Airport Commissioner, gave an update on the Airport CIP, and the five year plan. Update on the equipment. City Administrator just waiting for the final documents from the State for signatures.

#### **CITY STAFF COMMENTS/CONCERNS** – Administrator Terri Bjorklund

Ken and I are invited to Grand Rapids to meet with the Feds as far as the Airport CIP, to outline this and what they want to see us doing as far as moving forward. So we will be going there on September 29, 2011.

In your packet you have received the preliminary budget. If you need anyone who wants future explanation on that, or if you need to pick apart parts of that you can call me. I want to Thank Joanne and Sylvia for all there extra time while we were getting the finalized budget done. They were also training as we move forward with part of our new accounting system, with the water utility billing system. So that is a big project for them to accomplish. So I want to thank you for stepping up to the plate for getting that accomplished.

#### **PERSONNEL, BUDGET & ADMINISTRATION** – Councilmember Moore

1. **M/S** Moore, Wilkening to approve Claim #45223 to Claim #45272, and Claim #45274 to Claim #45298, and Claim #45302 to Claim #45361, and Claim #45374 to Claim #45386, in the amount of \$532,623.07.

Motion passed: 4-0

2. **M/S** Moore, Fjelstul to approve payment of Invoice #0787152-IN, to Heiman Fire Equipment in the amount of \$1,507.45.

Motion passed: 4-0

3. **M/S** Moore, Wilkening to approve Resolution #25-2011, a Resolution accepting donations to the City of Walker.

Roll Call: Ayes: Moore, Fjelstul, Wilkening, McMurrin, Bruns Nays: None

Motion passed: 4-0

4. **M/S** Moore, Fjelstul to approve request from the Initiative Foundation for support in the amount of \$450.00 for the year 2012.

Motion passed: 4-0

5. **M/S** Moore, McMurrin to approve Wendy Drews attendance at the MDRA Annual Meeting to be held September 16, 2011 in St. Cloud, MN at a cost of \$20.00 plus mileage.

Motion passed: 4-0

6. **M/S** Moore, Wilkening to approve to review and file letter dated September 2, 2011 by the Circle of Times Committee.

Motion passed: 4-0

7. **M/S** Moore, Fjelstul to discuss the proposed Budget for the year 2012. Mayor Bruns, and Council member McMurrin to sit on a committee to meet with Shingobee Township to see if we can establish a joint powers agreement for the Airport, Parks and Library.

Motion passed: 4-0

8. **M/S** Moore, Wilkening to approve Resolution 26-2011, a Resolution authorizing a proposed 2011 tax levy, collectible in 2012, and Certifying the Truth and Taxation Meetings.

Roll Call: Ayes: Moore, Fjelstul, Wilkening, McMurrin, Nays: None

Motion passed: 4-0

9. **M/S** Moore, Wilkening to approve Resolution 27-2011, a Resolution not deeming Incompatible Offices within the City of Walker.

Roll Call: Ayes: Moore, Fjelstul, Wilkening, McMurrin Nays: None

Motion passed: 4-0

10. **M/S** Moore, Wilkening to approve entering into an agency agreement between, Cass

County, Shingobee Township, and the City of Walker for construction of Phase III, of the Shingobee Trail Connection.

Motion passed: 4-0

**ECONOMIC DEVELOPMENT/LIQUOR STORE** – Councilmember Fjelstul

1. **M/S** Fjelstul, Wilkening to approve Walker Planning Commission/Board of Adjustments recommendation to approve LU-2011-05, Shingobee Trail Dirt Moving application.

Motion passed: 4-0

2. **M/S** Fjelstul, Moore to approve Walker Planning Commission/Board of Adjustments recommendation to approve LU-2011-04, as presented in Council packet. Sign Ordinance Amendment.

Motion passed: 3-1

3. **M/S** Fjelstul, Moore to approve request from Bank Forward for an exception for non-compliance of the Sign Ordinance.

Motion passed: 4-0

**LIBRARY/PARKS** – Councilmember McMurrin

1. **M/S** McMurrin, Moore to approve Walker Park Board's recommendation to accept the bid for the staircase from Richard Glenn Construction in the amount of \$4,850.00.

Motion passed: 4-0

**PUBLIC WORKS & SAFETY/ PARKS/CEMETERY**– Councilmember Wilkening

1. **M/S** Wilkening, Fjelstul to approve Neil Lange, Public Works Director's request to purchase ten tires from Walker Motor Sports, at a cost of \$1,819.90, plus tax.

Motion passed: 4-0

2. **M/S** Wilkening, Fjelstul to approve Neil Lange, Public Works Director's request to authorize a 3 year scheduled pump maintenance agreement with Electric Pump, at a cost of \$679.00 annually, and approval of installation of pumps at the AGC Lift Station at a cost of \$534.38.

Motion passed: 4-0

3. **M/S** Wilkening, Moore to approve Neil Lange, Public Works Director's request to authorize repairs to Unit 500, at an approximate cost of \$1,400.00.

Motion passed: 4-0

4. **M/S** Wilkening, McMurrin to approve Neil Lange, Public Works Director's request to authorize the purchase of parts to repair the 8 foot snow blower used on Unit 505 for snow removal, at a cost of \$688.00, plus tax and shipping.

Motion passed: 4-0

5. **M/S** Wilkening, Fjelstul to approve Neil Lange, Public Works Director's request to purchase gutter brooms for Unit 507 Street Sweeper, at a cost of \$560.00, plus tax.

Motion passed: 4-0

6. **M/S** Wilkening, Moore to approve Neil Lange, Public Works Director's request to attend the AWWA MN Section Annual Conference in Duluth on Sept. 28<sup>th</sup> thru 30<sup>th</sup>, with expenses to be reimbursed by the American Water Works Association.

Motion passed: 4-0

7. **M/S** Wilkening, Moore to approve the Cemetery Board's Meeting Minutes of July 18, 2011.

Motion passed: 4-0

8. **M/S** Wilkening, McMurrin to approve updating the Electrical System in the Cemetery Well House, to be able to run the Iron Prevention System, at a cost of \$845.00.

Motion passed: 4-0

9. **M/S** Fjelstul, McMurrin to approve moving forward with whatever is recommended by the City's Engineer, and the Public Works Department for the repairs to sewer lines needed on 6<sup>th</sup> Street and Front Street.

Motion passed: 4-0

10. **M/S** Wilkening, Moore to approve having the Clinic Roof insulated and re-shingled at a cost of \$24,425.00, by Terry Cyr Construction.

Motion passed: 4-0

#### **OTHER BUSINESS – Mayor Bruns**

#### **ADJOURNMENT – Mayor Bruns**

1. **M/S** Wilkening, McMurrin to adjourn the Regular Scheduled Council Meeting.  
Mayor Bruns adjourned the Regular Scheduled Meeting at 8:01 p.m.

Attest: \_\_\_\_\_

Scott Bruns, Mayor



Terri Bjorklund, Administrator