WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, APRIL 4th, 2022

Councilmember Senenfelder will be attending the Monday, April 4th, 2022, Council Meeting remotely via Zoom. Councilmember Senenfelder will be located outside at 1015 W. Sam Houston Blvd., Pharr, Texas, 78577.

CALL TO ORDER – Mayor McMurrin
Mayor McMurrin called the regularly scheduled meeting to order at 6:00 p.m.

- Pledge of Allegiance
- Councilmembers present: Annie McMurrin, Gary Wilkening, Char Moore, Mary Beth Hansen, Jim Senenfelder (via Zoom)
- Councilmembers absent: None.
- Others present during portions of the meeting include:

Wayne Tennis, Police Chief
Andy Erickson, Police Officer
Mike Ridlon, Public Works Director
Jennie Meyer, Zoning Administrator
John Valen, City Attorney
Hope Fairchild, City Administrator (via Zoom)
Jon Stewart, Self
Bob Moore, Self
David Munson, Self
Joshua Johnson, Self
Joe Sherman, Library Fundraising
Kathy Cadmus, Library Fundraising
Lynda Jacobson, Library Fundraising (via Zoom)
Linda Nye, Library Board
Carrie Huston, Library Manager
Kristin Holly, Walker Bay Live
Cindy Wannarka, Chamber of Commerce (via Zoom)

CONSENT AGENDA – Mayor McMurrin
M/S Hansen/Moore to approve of consent agenda items 1 through 14 as follows, waiving the reading.

1. Approve of Walker City Council regular meeting minutes of March 7th, 2022.
2. Review and file draft of Walker Planning Commission/Board of Adjustments regular meeting minutes of March 28th, 2022.
3. Review and file February 2022 Zoning Administrator Report.
4. Review and file draft of Park Advisory Board regular meeting minutes of March 22nd, 2022.

5. Review and file draft of Library Board regular meeting minutes of March 16th, 2022.
6. Review and file Public Works Committee meeting minutes of March 15th, 2022.
7. Review and file draft of Walker Area Joint Fire Department meeting minutes of March 10th, 2022.
8. Review and file Walker Police Department Monthly Report.
9. Approve of the Cash Balance Report dated February 28th, 2022.
10. Review and file Sales Tax Receipts.
11. Review and file Walker Municipal Airport updated 20-Year Capital Improvement Plan.
12. Approve of the FAA airport entitlement fund transfer in the amount of $150,000.00 to the Cook Municipal Airport to be repaid in 2023.
13. Approve of the FAA airport entitlement fund transfer in the amount of $50,000.00 to the Fergus Falls Municipal Airport to be repaid in 2023.
14. Approve of paying Application for Payment no. 6 in the amount of $6,452.82 to Ram General Contracting for Walker Municipal Airport 2021 SRE Building Construction work completed through March 29th, 2022.
    Roll call: Ayes: Wilkening, Senenfelder, Hansen, Moore, McMurrin Nays: Motion passed (5-0)

SCHEDULED CITIZENS PRESENTATION – Mayor McMurrin

- Library Fundraising Committee presentation.
  Kathy Cadmus shared results of the community needs assessment. A common concern that brought up was a large meeting space. She asked that the current design be amended to accommodate the space. She then went over the fundraising spreadsheet and expressed that the City needs to finalize the design before the committee and members of the public could begin fundraising. Mrs. Cadmus stated that two-million dollars may be the financial starting point for the new library construction. She stated that the library grant coordinator with the State recommended sending a letter to Representative Matt Bliss and Senator Justin Eichorn stating the financial need to allocate more money to the state library grant fund. She stated that the fundraising committee is recommending that the City hire a library design consultant to work with the architect to make sure the final plans meet the needs for the community. Lynda Jacobson shared information regarding naming guidelines and fundraising opportunities. Joe Sherman stated that he was looking to obtain HVAC, solar, power, natural gas, etc. estimate costs for fundraising. He stated that MN Power would like to be included in the plans and process because they may have some ideas to be as energy efficient as possible. Carrie Huston, Librarian, shared that there is an overbudgeting fund from Kitchigami in the amount of ninety-five thousand dollars to be used towards capital projects, such as maintenance of an elevator, for the Walker Public Library.

CITY STAFF COMMENTS – Administrator Fairchild

None.

PERSONNEL, BUDGET & ADMINISTRATION – Councilmember Senenfelder

1. **M/S** Wilkening/Moore to approval of claim no. 60446 to claim no. 60549 including voided check numbers 60491 and 60492 and bank drafts 833 to 846 in the amount of $286,996.07.
   Roll call: Ayes: Wilkening, Senenfelder, Hansen, Moore, McMurrin Nays:
   Motion passed (5-0)
2. **M/S** Wilkening/Moore to approve of refunding Shingobee Township's $2,000.00 donation.
   Roll call: Ayes: Wilkening, Senenfelder, Hansen, Moore, McMurrin Nays:
   Motion passed (5-0)
3. Discussion on data plan renewal invoice and future funding for community digital sign in front of City Hall.
   Administrator Fairchild stated that the community digital sign was solely donation-funded, and the funds are depleting, with about $7,000.00 left in the account.
   Councilmember Wilkening asked if the lifetime payment would cover all signs or just the current one.
   Administrator Fairchild stated that she thought it would just cover the current sign.
4. **M/S** Wilkening/Hansen to approve of paying invoice no. 0123461 in the amount of $520.00 to Watchfire for community digital sign 5-year data plan renewal.
   Roll call: Ayes: Wilkening, Senenfelder, Hansen, Moore, McMurrin Nays:
   Motion passed (5-0)
5. **M/S** Wilkening/Hansen to approve of paying city condo association dues in the amount of $4,600.00 for the Walker Community Health Center.
   Roll call: Ayes: Wilkening, Senenfelder, Hansen, Moore, McMurrin Nays:
   Motion passed (5-0)
6. **M/S** Wilkening/Moore to approve of paying $8,216.00 to Cass County for the ambulance building's 2022 property tax.
   Roll call: Ayes: Wilkening, Senenfelder, Hansen, Moore, McMurrin Nays:
   Motion passed (5-0)
7. **M/S** Wilkening/Moore to approve of the City of Walker trading the North 30 feet of the NE1/4 of SE1/4, Section 27-142-31 of parcel no. 96-027-0001 to the Walker-Hackensack-Akeley School District for the Northerly 200 feet of the Easterly 200 feet of the NE1/4 of the NE1/4, Section 27-142-31 of parcel no. 96-027-1100.
   Roll call: Ayes: Wilkening, Senenfelder, Hansen, Moore, McMurrin Nays:
   Motion passed (5-0)
8. **M/S** Wilkening/Moore to approve of the excess land sale of parcel no. 96-027-0001 in the amount of $78,487.50 plus the legal publication cost, any County and/or City deferred, pending, or current assessments, any legal costs relating to this sale, and all other fees and taxes associated with this sale, with the requirement of completed construction of a residence within three years of this sale to Jon Stewart.
   Roll call: Ayes: Wilkening, Senenfelder, Hansen, Moore, McMurrin Nays:
   Motion passed (5-0)
9. **M/S** Wilkening/Moore to approve of Hope Fairchild and Joanne Mitchell attending the League of Minnesota Cities Annual Conference in Duluth from Wednesday, June 22nd until Friday, June 24th at the cost of $239.00 per person plus meals, milage, and boarding**.**
   Roll call: Ayes: Wilkening, Senenfelder, Hansen, Moore, McMurrin Nays:
   Motion passed (5-0)

ECONOMIC DEVELOPMENT, LIQUOR STORE, AIRPORT & LIBRARY – Councilmember Hansen

1. **M/S** Hansen/Moore to approve of the Walker Planning Commission/Board of Adjustments Meeting minutes of February 28th, 2022.
   Roll call: Ayes: Wilkening, Senenfelder, Hansen, Moore, McMurrin Nays: Motion passed (5-0)
2. **M/S** Hansen/Moore to approve of Ordinance no. 2022-03, an Ordinance Amending Part II – Land Development and Land Use Ordinances, Chapter 109 – Zoning and Subdivisions, Article V. Performance Standards, Section 109-152. Signs, Subsection (d) Permits Required, and Subsection (f) Prohibited Signs.
   Roll call: Ayes: Wilkening, Senenfelder, Hansen, Moore, McMurrin Nays: Motion passed (5-0)
3. **M/S** Hansen/Moore to approve of Resolution 14-2022, a Resolution Authorizing Summary Publication of Ordinance no. 2022-03, an Ordinance Amending Part II – Land Development and Land Use Ordinances, Chapter 109 – Zoning and Subdivisions, Article V. Performance Standards, Section 109-152. Signs, Subsection (d) Permits Required, and Subsection (f) Prohibited Signs.
   Roll call: Ayes: Wilkening, Senenfelder, Hansen, Moore, McMurrin Nays: Motion passed (5-0)
4. **M/S** Hansen/Wilkening to approve of Resolution 15-2022, a Resolution Authorizing Summary Publication of Ordinance 2022-02, an Ordinance Amending Part II: Land Development and Land Use Ordinances, Chapter 109 – Zoning and Subdivisions, Article VII. Subdivisions, Section 109-269, Procedure, Subsection (A) Approval, and Plat Preparation Generally.
   Roll call: Ayes: Wilkening, Senenfelder, Hansen, Moore, McMurrin Nays: Motion passed (5-0)
5. **M/S** Hansen/Moore to approve of Library Board meeting minutes of January 19th, 2022.
   Roll call: Ayes: Wilkening, Senenfelder, Hansen, Moore, McMurrin Nays: Motion passed (5-0)
6. **M/S** Hansen/Moore to approve of the recommendation of the Library Board to approve of the Library Manager purchasing up to $300.00 worth of summer reading supplies.
   Roll call: Ayes: Wilkening, Senenfelder, Hansen, Moore, McMurrin Nays: Motion passed (5-0)
7. **M/S** Hansen/Moore to approve of extending the term of board member Fred Rogers by one month while the City advertises to fill his vacancy.
   Roll call: Ayes: Wilkening, Senenfelder, Hansen, Moore, McMurrin Nays: Motion passed (5-0)
8. **M/S** Hansen/Moore to approve of advertising for one Library Board vacant seat to be filled by a surrounding community member.
   The Council discussed restructuring the Library Board to include two Councilmembers instead just one, as that is normal practice for boards in the City of Walker. Administrator Fairchild will put together an ordinance update for the Council that will reflect this restructuring of the Library Board.
   Roll call: Ayes: Wilkening, Hansen, Moore, McMurrin Nays: Senenfelder

Motion passed (4-1)

9. **M/S** Hansen/Char to approve of the recommendation of the Library Board to reappoint Peggy Trimble and Theresa Bilben to their 2nd three-year terms on the Library Board.
   Roll call: Ayes: Wilkening, Senenfelder, Hansen, Moore, McMurrin Nays:
   Motion passed (5-0)
10. Discussion on Walker Public Library Building Project.
    The Council discussed what the next steps should be on the library building project. They reiterated that there is still much work to be done and that to do it right, this will not be a quick process. They directed Administrator Fairchild to work with the contracted architect at Hy-Tec to add a full basement to the current plan and to hold the second meeting of the month, on Thursday, April 21st, to review the new design and keep the project moving forward.

PARKS & AMBULANCE BOARD – Councilmember Moore

1. **M/S** Moore/Hansen to approve of the Park Advisory Board meeting minutes of January 25th, 2022.
   Roll call: Ayes: Wilkening, Senenfelder, Hansen, Moore, McMurrin Nays:
   Motion passed (5-0)
2. **M/S** Moore/Wilkening to approve of the recommendation of the Park Advisory Board to approve of the Peterson Family Reunion: requested by Gwen Amen for the use of the lower City Park pavilion. Set-up will take place on September 4th, 2022, at 1:00 p.m., actual event will take place on September 4th, 2022, at 1:30 p.m., and clean-up will take place on September 4th, 2022, by 4:30 p.m. Estimate of 45 participants and spectators.
   Roll call: Ayes: Wilkening, Senenfelder, Hansen, Moore, McMurrin Nays:
   Motion passed (5-0)

   At this time the laptop connected to Zoom lost power and Councilmember Senefelder was no longer present and unable to vote.

3. **M/S** Moore/Hansen to approve of the recommendation of the Park Advisory Board to approve of Walker Area Community Ed. Summer Rec. Program: requested by the WHA School District for the use of the upper and lower City Park. Set-up, actual event, and clean-up will take place on Monday, June 6th to Thursday, June 16th and Monday, July 11th to Thursday, July 21st from 9:00 a.m. until 1:00 p.m. Estimate of 50 participants and spectators.
   Roll call: Ayes: Wilkening, Hansen, Moore, McMurrin Nays:
   Motion passed (4-0)
4. **M/S** Moore/Hansen to approve of the recommendation of the Park Advisory Board to approve of SATT Leech Lake Event: requested by the Student Angler Tournament for the use of the pavilion in the lower City Park. Set-up will take place on June 25th, 2022, from 4:00 p.m. until 5:00 p.m., actual event will take place on June 25th from 6:00 p.m. until 7:00 p.m. and June 26th from 3:00 p.m. until 4:00 p.m., and clean-up will take place on June 25th, 2022, from 7:00 p.m. – 7:30 p.m. Estimate of 300 participants and spectators.
   Roll call: Ayes: Wilkening, Hansen, Moore, McMurrin Nays:

Motion passed (4-0)

5. **M/S** Moore/Wilkening to approve of the recommendation of the Park Advisory Board to approve of Breitweser Family Reunion: requested by the Breitweser family for the use of the lower City Park. Set-up will take place on August 24th, 2022, from 11:30 a.m. until 12:00 p.m., actual event from 12:00 p.m. until 5:00 p.m., and clean-up from 5:00 p.m. until 5:30 p.m. Estimate of 40 participants and spectators.
   Roll call: Ayes: Wilkening, Hansen, Moore, McMurrin Nays:
   Motion passed (4-0)
6. **M/S** Moore/Hansen to approve of recommendation of the Park Advisory Board to accept a donation of a swim raft for the Walker City Park from Ben Tande of Timber Creek Dock.
   Roll call: Ayes: Wilkening, Hansen, Moore, McMurrin Nays:
   Motion passed (4-0)
7. **M/S** Moore/Hansen to approve of recommendation of the Park Advisory Board to approve of proposal no. 04242070 in the amount of $144.50 from Next Innovations for three zebra mussel warning signs.
   Roll call: Ayes: Wilkening, Hansen, Moore, McMurrin Nays:
   Motion passed (4-0)
8. **M/S** Moore/Hansen to approve of recommendation of the Park Advisory Board to have Administrator Fairchild obtain estimates and designs for a metal sign of a similar size and design to replace the existing Walker City Park sign.
   Roll call: Ayes: Wilkening, Hansen, Moore, McMurrin Nays:
   Motion passed (4-0)
9. **M/S** Moore/Wilkening to approve of recommendation of the Park Advisory Board to purchase up to $10,000.00 worth of Uline mesh trash cans for the Walker City Park.
   Roll call: Ayes: Wilkening, Hansen, Moore, McMurrin Nays:
   Motion passed (4-0)
10. **M/S** Moore/Hansen to approve of recommendation of the Park Advisory Board to retire the 2014 Park Master Plan and having Administrator Fairchild look into the process/costs of creating a new Park Master Plan.
    Council agrees it is not necessary, as the last one was not used and should not be retired.
    Roll call: Ayes: Hansen Nays: Wilkening, Moore, McMurrin
    Motion fails (1-3)

PUBLIC WORKS & SAFETY/CEMETERY – Councilmember Wilkening

1. **M/S** Wilkening/Moore to approve of MNDOT Agreement no. 1049662, "Grant Agreement for Federal Airport Expenses Reimbursement," for State Project no. A1101-C3 at the Walker Municipal Airport.
   Roll call: Ayes: Wilkening, Hansen, Moore, McMurrin Nays:
   Motion passed (4-0)
2. **M/S** Wilkening/Hansen to approve of Resolution 16-2022, a Resolution Providing Authorization to Execute Minnesota Department of Transportation Agency Agreement for Federal Airport Expenses Reimbursement.
   Roll call: Ayes: Wilkening, Hansen, Moore, McMurrin Nays:
   Motion passed (4-0)

OTHER BUSINESS – Mayor McMurrin

- Walker Bay Spirits will be closed on Easter Sunday, April 17th, 2022.

The laptop was back up and running at this time and Zoom was reconnected. Councilmember Senenfelder was back in attendance and was able to vote.

- The Walker City Council will now go into an attorney-client privilege closed session meeting, pursuant to Minn. Stat. 13D.05, subd. 3(b).

The meeting closed at 7:13 p.m.

The meeting opened at 7:19 p.m.

M/S Wilkening/Hansen to approve to pay the Cass County Conciliation Court judgement in the amount of $1,550.00 to Quality Title, LLC.
Roll call: Ayes: Wilkening, Senenfelder, Hansen, Moore, McMurrin **Nays:**
Motion passed (5-0)

ADJOURNMENT – Mayor McMurrin
Mayor Annie McMurrin adjourned the meeting at 7:20 p.m.

Annie McMurrin, Mayor

Hope Fairchild, Administrator/Clerk-Trs.