WALKER CITY COUNCIL
REGULAR MEETING MINUTES
WALKER FIRE HALL MEETING ROOM
MONDAY, NOVEMBER 1, 2021

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

- Pledge of Allegiance
- Councilmembers present: Mary Beth Hansen, Annie McMurrin, Char Moore, Jim Senenfelder, and Gary Wilkening.
- Councilmembers absent: none.
- Others present during portions of the meeting include:

Hope Fairchild, City Administrator	Jennie Meyer, Zoning Administrator
Mike Ridlon, Public Works Director	Dean Morrill, Pilot Independent
Gary Bilben, Self	Bob Moore, Self
Tony Sauer, SAL	Kathi Cadmus, Library
Adam Arnold, Reed's	Brendan Burn, 306 Cleveland
Drew Arnold, Reed's	Theresa Bilben, Self

CONSENT AGENDA – Mayor McMurrin
M/S Hansen/Senenfelder to approve consent agenda items 1 through 23 as follows, waiving the reading.

1. Approve Walker City Council regular meeting minutes of October 4th, 2021.
2. Review and file draft of Walker Planning Commission/Board of Adjustments regular meeting minutes of October 25th, 2021.
3. Review and file September 2021 Zoning Administrator Report.
4. Review and file draft of Park Advisory Board meeting minutes of October 26th, 2021.
5. Review and file draft of Walker Library Board meeting minutes of October 20th, 2021.
6. Review and file Public Works Committee meeting minutes of October 26th, 2021.
7. Review and file Bike Friendly Committee meeting minutes of October 13th, 2021.
8. Review and file City/Township Emergency Management Quarterly meeting minutes of October 26th, 2021.
9. Review and file draft of Walker Area Joint Fire Department Minutes of October 14th, 2021.
10. Review and file Walker Police Department Monthly Report.
11. Approve Cash Balance Report as of September 30th, 2021.
12. Review and file Sales Tax Receipts.
13. Review and file Payment Advice from the Minnesota Public Facilities Authority in the amount of $148,014.98.
14. Approve to pay invoice no. 19325 in the amount of $3,845.00 to Turf Technology LLC for cemetery mowing, winterizing the cemetery irrigation system, and repairs.
15. Approve to pay invoice no. 413226 from SEH, Inc. in the amount of $1,875.00 for Walker Municipal Airport 2021 Crack Sealing and $19,205.00 for Walker Municipal Airport 2021 SRE Building Construction, for a total cost of $21,125.00.

16. Consider approval of paying the Application for Payment No. 1 in the amount of $42,342.38 to Struck & Irwin Paving, Inc. for the 2021 Walker Municipal Airport Crack Seal Project.
17. Review and file letter from Ehlers Public Finance Advisors regarding potential refunding of existing bonds.
18. Review and file letter from Cass County Staff Redistricting Advisory Committee regarding redistricting County Commissioner districts.
19. Review and file letter from Susan Brower, Minnesota State Demographer, regarding annual population and household estimates for the City of Walker.
20. Review and file MNDoT Aeronautics Office Request for Comments – Possible Amendments to Rules Governing Airport Zoning Standards.
21. Review and file Central Minnesota Area Transportation Partnership's Transportation Alternatives Program Solicitation for Fiscal Year 2026.
22. Review and file Paul Bunyan Regional Safety Group 2022 Safety Training Schedule.
23. Approve of Jennie Meyer and Joanne Mitchell's MCFOA memberships at the cost of $45.00 per person.
    Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays: Motion passed (5-0)

SCHEDULED CITIZENS PRESENTATION – Mayor McMurrin

- Kathi Cadmus – Information on State Grant for New Library.
  Kathi Cadmus presented information regarding the possibility of State and Federal grants for the new construction of the Walker Public Library.
  Councilmember Wilkening questioned if there were specific appropriations that needed to be made by the legislature and Kathi stated that she would find out.
  Councilmember Wilkening stated that the City would have to start working on applying now if it is something that needs to get in the legislation.

CITY STAFF COMMENTS – Administrator Hope Fairchild

PERSONNEL, BUDGET & ADMINISTRATION – Councilmember Senenfelder

1. **M/S** Senenfelder/Moore to approve of claim no. 59932 to claim no. 60021 including voided draft number 778, voided check numbers 59913, 59952, 59953, 59982, and bank drafts in the amount of $141,717.31.
   Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays: Motion passed (5-0)
2. **M/S** Wilkening/Moore to move the discussion regarding renaming and reassigning the Sidewalk Fund to the Public Works Committee and returning next month with a recommendation for the re-allocation of funds.
   Councilmember Wilkening explained that most sidewalk (re)construction will be covered by the State with the reconstruction of highway 371, but there will be a decent-sized bill coming up for utilities underground, so the funds could be used elsewhere within the scope of public works. He suggested coming back next month with a recommendation as to where it should go.
   Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays: Motion passed (5-0)

3. **M/S** Senenfelder/Wilkening to approve of the request from the Accounting Department to transfer $11,845.79 (3rd Quarter Arvig Franchise Fees) and $1,620.00 (Paul Bunyan Natural Gas 3rd Quarter Franchise Fees) totaling $13,465.79 from General Fund 101 to Street Capital Project 500 – Sidewalk Fund.
   Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays:
   Motion passed (5-0)
4. **M/S** Senenfelder/Moore to approve of Resolution 32-2021, A Resolution Approving of Minnesota Premises Permit for Lawful Gambling for Walker Sons of the American Legion Squadron 134 Located at Walker American Legion, 407 Front Street, Walker, Minnesota.
   Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays:
   Motion passed (5-0)
5. **M/S** Senenfelder/Wilkening to approve of the following Liquor Licenses for the City of Walker:

On-Sale	**Sunday**
Tianna Country Club, Inc.	Tianna Country Club, Inc.
Spencer Ross Post 134	Spencer Ross Post 134
Benson's Emporium, Inc.	Benson's Emporium, Inc.
Wilbur's on Walker Bay	Wilbur's on Walker Bay
Bayside Bar & Grill	Bayside Bar & Grill
Blue Canoe B&B, LLC	Blue Canoe B&B, LLC
Village Square	Village Square
CHMN Associates; Chase on the Lake	CHMN Associations; Chase on the Lake
Green Scene	Green Scene

Wine
Jimmy's Family Restaurant

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

   Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays:
   Motion passed (5-0)
6. **M/S** Wilkening/Senenfelder to renew the Minnesota State Department of Safety, Driver, and Vehicle Services Lease no. PS0387 for the use of the Walker Fire Hall meeting room and to donate the rental amount to the Walker Area Fire Department, contingent upon the approval of the Walker Area Joint Fire Department Board.
   Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays:
   Motion passed (5-0)
7. **M/S** Senenfelder/Wilkening to approve of adopting Walker City Council Bylaws.
   Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays:
   Motion passed (5-0)
8. **M/S** Senenfelder/Wilkening to approve of Resolution 33-2021, a Resolution Setting Regular Council Meetings and Alternate Council Meetings.
   Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays:
   Motion passed (5-0)
9. **M/S** Senenfelder/Hansen to approve of the recommendation of the Personnel Committee to hire Matthew Haas for the 32-hour Liquor Store Clerk position at $13.50 an hour starting on

Tuesday, November 16th, 2021, and a 3% wage increase after the successful completion of a six-month probationary period.
Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays: Motion passed (5-0)

10. **M/S** Senenfelder/Wilkening to approve of the recommendation of the Personnel Committee to approve of a 5% increase to wages for all non-union staff, excluding Wayne Tennis who would receive 7% wage increase.
Roll call: Ayes: Senenfelder, Wilkening, 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 and public hearing minutes of September 27th, 2021.
Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays: Motion passed (5-0)
2. **M/S** Hansen/Wilkening to approve of the recommendation of the Planning Commission/Board of Adjustments to approve of LU-2021-16, a subdivision-final plat application for parcel ID no. 96-120-0001, with the following proposed findings of facts and conditions:
Proposed Findings - The following findings of fact are provided for consideration by the Board of Adjustment:
    1) The final plat agrees with the preliminary plat.
    2) The licensed surveyor agrees the final document meets the statutory requirements.
    3) The City Engineer has reviewed the final plat and has no comments.
    4) The City Attorney has reviewed the final plat and has no comments.

    Proposed Conditions - The following conditions are provided for consideration by the Board of Adjustment:
    1) Building permit applications shall be accompanied by a site plan for review and must meet all rural residential performance standards.

    Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays: Motion passed (5-0)
3. **M/S** Hansen/Senenfelder to approve of the recommendation of the Planning Commission/Board of Adjustments to approve of LU-2021-17, a request for an interim use permit for a vacation/private home rental located at 601 Heartland Place S., with the following proposed findings of facts and conditions:
Proposed Findings - The following findings of fact are provided for consideration by the Board of Adjustment:
    1) There are no changes to the structure, therefore prevention of soil erosion or other possible pollution of public waters does not apply.
    2) There is no change to the visibility of structures and other facilities as viewed from public waters.
    3) The site is currently serviced with city water and sewer.
    4) The application does have access for watercraft.
    5) The Vacation/Private Home Rental is an allowed use through an approved Interim Use Permit

6) The property is zoned Residential.
7) The Comprehensive Plan of 2016 supports the allowed regulatory flexibility within the city to expand housing options.
8) Rules are provided and enforced to ensure guests do not interfere with the enjoyment of neighboring properties.
9) The council has the opportunity to place conditions as part of the Interim Use Permit application.
10) The proposed use, with conditions, is not considered to be injurious to public health, safety, decency, order, comfort, convenience, appearance, or prosperity.

Proposed Conditions - The following conditions are provided for consideration by the Board of Adjustment:

1) There are no changes to the structure, therefore prevention of soil erosion or other possible pollution of public waters does not apply.
2) The property shall be inspected by the City Building Inspector (the "Initial Inspection") to ensure compliance with the applicable building codes and ordinances. If modifications are needed to the property after the Initial Inspection, additional inspections may be required. The applicant is responsible for all inspection fees. The City Building Inspector shall provide a report to the City regarding the home's compliance within 30 days once the renovations are completed or the IUP shall be rendered void.
3) In the event the owner's house rules change from requiring weeklong rentals, to anything less, an appropriate lodging license must be obtained through the Minnesota Department of Health.
4) Any modifications to the property rendering the property unsuitable for residential use under the Walker City Code or State Building Code may be grounds for revocation of the IUP.
5) Due to normal differences in operation, the IUP shall not be transferrable to a new owner, nor transferable to a different property. Any change in ownership of the property shall terminate the IUP and require a new application and process if the use is to continue.
6) Each permittee is required to carry general liability insurance on the subject property with minimum coverage of $1,000,000.00 per occurrence. An umbrella policy may be used in conjunction with liability coverage to reach the $1,000,000.00 minimum. A certificate of insurance shall be provided to the City upon request of the City.
7) One off-street parking space per every two bedrooms shall be provided on-site. Garage spaces may be counted towards required parking spaces on a one-to-one basis. Parking spaces applied toward requirement must be concrete, asphalt, or another approved alternative. Parking on grass or dirt is not allowed.
8) Signage. Notwithstanding any other provision of the zoning ordinance, no signage shall be allowed unless specifically allowed by IUP.
9) Licensee shall keep a report detailing use of the home by recording, at minimum, the name, address, phone number and vehicle license number of all guests using the property. A copy of the report shall be provided to the City and law enforcement upon request.
10) Three (3) warnings of noncompliance with the City of Walker Ordinance Article V Performance Standards Section 109-153: Nuisances will terminate the IUP.

11) If a problem arises, the owner or registration agent must respond to the issue within a two-hour time frame.
12) Notification of house rules shall be posted both on the property and in the rental; documents will state the following: "This property is located in a residential zoning district. Please be considerate of neighbors. Quiet hours shall be observed between the hours of 10:00 p.m. and 7:00 a.m. Sunday through Thursday, and 11:59 p.m. and 7:00 a.m. Friday evening through Sunday morning."

Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays: Motion passed (5-0)

4. **M/S** Hansen/Senenfelder to approve of the recommendation of the Planning Commission/Board of Adjustments to approve of LU-2021-18, a request for an interim use permit and variance for storage containers located at 7859 Osage Trail, with the following proposed findings of facts and conditions:

   Proposed Findings - The following findings of fact are provided for consideration by the Board of Adjustment:

   1) Portable metal storage pods are allowed through an interim use permit in the General Commercial zone.
   2) The use has no detrimental effect upon the property values or general health, safety and welfare of the surrounding uses and property owners.
   3) The use of the pods will terminate once there is a structure for storage of merchandise.
   4) The proposal with conditions ensures the prevention of soil erosion or other possible pollution of public waters both during and after construction.
   5) The proposal with conditions ensures the visibility of structures and other facilities as viewed from the public waters is limited.
   6) No water supply or onsite sewage is needed at this juncture.
   7) The use with conditions is not considered harmful towards public health, safety, decency, order, comfort, convenience, appearance, or prosperity.

   Proposed Conditions - The following conditions are provided for consideration by the Board of Adjustment:

   1) Any structure to be built in the future requires an approved building permit.
   2) Metal storage pods placed on the cement slab will only be used for merchandise during the time it takes to put up a storage building.
   3) Maintain the visible obstruction as to keep the view of the metal pods from the public.
   4) A gate/fence be put up for protection and security.
   5) This permit needs to be brought in front of the Planning Commission and City Council in 1 (one) year for review.

   Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays: Motion passed (5-0)

5. **M/S** Hansen/Senenfelder to approve of the recommendation of the Planning Commission/Board of Adjustments to approve of LU-2021-14, a request for a variance of a 9 ft. setback from a city street to build a one stall garage located at 306 Cleveland Blvd. W., with the following proposed findings of facts and conditions:

   Proposed Findings - The following findings of fact are provided for consideration by the Board of Adjustment:

1) The plight of the landowner is not created by the landowner. Street parking on the northside is no longer allowed. The applicant informs it is often difficult to park on the southside, due to visitors and recreational vehicles.
2) The purpose of the variance is based upon an allowable use in the zone and is in harmony with the neighborhood. There are a couple of garages along Cleveland Blvd that appear to overhang the 20-foot set back.
3) The variance will not alter the essential character of the location. Applicant describes the look of the extension as attractive in the tradition of "old town Walker".
4) The variance is not for economic reasons alone. Any adjustments to minimize the variance would result in a smaller, less expensive, and less functional structure.
5) The variance would not allow or create a use not provided for in a zoning district.

Proposed Conditions - The following conditions are provided for consideration by the Board of Adjustment:

1) Erosion control measures are used during installation.
2) Reestablish any disturbed turf after project.
3) Structure is to remain a garage for parking and not be used as a dwelling or quest quarters.
4) Garage expansion is not to exceed the proposed addition dimensions as stated in the Certificate of Survey but, be reduced if feasible.
5) Conformance of impervious surface coverage is required prior to construction.

Son of the applicants, Brendan Burn explained the previous request was denied due to the setback too close to the sidewalk. He again explained the hardships regarding no other location to build a garage. The revised proposal to face the garage to the west with a driveway that starts to the west and bends towards Cleveland allows for a forward entrance onto Cleveland. Mr. Burn explained the snow is plowed onto Fourth Street in the winter. Public Works Director Ridlon explained the Fourth Street access towards the lake had never been maintained previously. Councilmember Wilkening's concern was that the city denied a similar request not too long ago. Councilmember Hansen stated that the hardship for came after the City took parking away on the northside of Cleveland. Mayor McMurrin stated that is was not a hardship to the property. Public Works Director Ridlon stated that they can plow that access on Fourth Street.

Roll call: Ayes: Hansen, Moore Nays: Senenfelder, Wilkening, McMurrin
Motion failed (2-3)

6. **M/S** Hansen/Moore to approve of Walker Bay Spirits closing at 4:00 p.m. on Friday, December 24th, 2021.
   Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays:
   Motion passed (5-0)
7. **M/S** Hansen/Senenfelder to approve of Resolution 34-2021, A Resolution Authorizing the Execution of Minnesota Department of Transportation Airport Maintenance and Operation Grant Contract.
   Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays:
   Motion passed (5-0)
8. **M/S** Hansen/Moore to approve of the State of Minnesota Airport Maintenance and Operation Grant Contract.
   Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays:
   Motion passed (5-0)

9. **M/S** Hansen/Moore to approve of the Library Board meeting minutes of September 15th, 2021.
   Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays:
   Motion passed (5-0)
10. **M/S** Hansen/Moore to approve of paying invoice no. WK2021-2 in the amount of $7,206.50 to Kitchigami Regional Library for the second half of 2021 levy.
    Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays:
    Motion passed (5-0)

PARKS & AMBULANCE BOARD – Councilmember Moore

1. **M/S** Moore/Senenfelder to approve of the Park Advisory Board meeting minutes of September 28th, 2021.
   Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays:
   Motion passed (5-0)
2. **M/S** Moore/Hansen to approve of the recommendation of the Park Advisory Board to approve of Walker Bay Live Committee forming to come up with a vision for a stage/patio to be placed at the Upper City Park.
   Councilmember Senenfelder stated that the Council should remember there are three wellheads in the park, close to the water filtration plant. He recalled that the City was allowed to put any structure withing 100 feet of the wellheads, other than the filtration plant.
   Councilmember Wilkening stated that there is a gazebo behind city hall that is available for use.
   Councilmember Moore questioned the need for a permanent stage when Walker Bay Live moves to different locations.
   Councilmember Hansen stated that the public prefers the city park location.
   Councilmember Senenfelder stated that he supports Walker Bay Live and likes it in the park but is just hesitant about a permanent structure.
   The master plan for the Park created years ago will be reviewed at the upcoming Park Board Meeting.
   Roll call: Ayes: Senenfelder, Hansen Nays: Wilkening, Moore, McMurrin
   Motion failed (2-3)
3. **M/S** Moore/Senenfelder to approve of the recommendation of the Park Advisory Board to approve of speed bumps, three-way stop signs, or crosswalks in the street/parking lot to slow down vehicles at Walker City Park.
   Councilmember Senenfelder stated he is not opposed to speed bumps if they are not too high. He asked for clarification as to where a three-way stop sign would be.
   Public Works Director Ridlon stated that a two-way stop sign would be placed at the fish cleaning shack.
   Councilmember Moore stated that she would rather see speed bumps than signs.
   Roll call: Ayes: Nays: Senenfelder, Wilkening, Hansen, Moore, McMurrin
   Motion failed (0-5)
4. **M/S** Wilkening/Senenfelder to approve of installing two sets of speed bumps; one set on the downhill slope towards the lake and one set in the parking area in front of the playground area.
   Roll call: Ayes: Senenfelder, Wilkening, Moore, Hansen, McMurrin
   Motion passed (5-0)

PUBLIC WORKS & SAFETY/CEMETERY – Councilmember Wilkening

1. **M/S** Wilkening/Senenfelder to approve of the recommendation of the Public Works Committee to approve of the following changes to the Festival of Lights Street Closure Application:
    - Closure of 5th Street N from Highway 371 to Front Street on Friday, November 26th and Saturday, November 27th.
    - No longer needing the closure of the end of 5th Street N at City Dock.
    - No longer having a parade on 371 or using Walker City Park.

    Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays: Motion passed (5-0)
2. **M/S** Wilkening/Senenfelder to approve of the Chamber paying to place a 50-amp plug-in in a locked box on the light pole behind Jenny and Co. on 5th Street N.
    Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays: Motion passed (5-0)
3. **M/S** Wilkening/Senenfelder to approve of the recommendation of the Public Works Committee to approve of a new natural gas boiler for the ambulance garage from Andrews Plumbing in the amount of $7,800.00.
    Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays: Motion passed (5-0)
4. **M/S** Wilkening/Senenfelder to approve of the recommendation of the Public Works Committee to approve of front-end repairs, tie rod ends, drag links, track bars, and one new set of tires for both ¾ ton plow trucks from NAPA in the amount of $3,547.98.
    Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays: Motion passed (5-0)
5. **M/S** Wilkening/Moore to approve of the recommendation of the Public Works Committee to approve of the purchase of a portable dehumidifier unit for the water plant from HI-E-Dry Store in the amount of $3,617.00.
    Roll call: Ayes: Senenfelder, Wilkening, Hansen, Moore, McMurrin Nays: Motion passed (5-0)

OTHER BUSINESS – Mayor McMurrin

- City offices and DMV will be closed on Thursday, November 11th, 2021, in observance of Veterans Day.
- City offices and DMV will be closed on Thursday, November 25th and Friday, November 26th, 2021, in observance of Thanksgiving.
- Walker Bay Spirits will be closed on Thursday November 25th, 2021, for Thanksgiving.
- Reminder: The Truth-in-Taxation meeting to hear public comment on the proposed 2022 levy will take place at the December 6th, 2021, Council Meeting at 6:00 p.m. at the Walker Fire Hall.

ADJOURNMENT – Mayor McMurrin

Mayor Annie McMurrin adjourned the meeting at 6:56 p.m.

_____ Attest:_____

Annie McMurrin, Mayor Hope Fairchild, Administrator/Clerk-Trs.