

**TAYLORS FALLS CITY COUNCIL MEETING  
COUNCIL CHAMBERS  
MONDAY, DECEMBER 8, 2008 – 7:00 P.M.**

**MINUTES**

The Agenda for this Meeting was posted Wednesday, December 3, 2008 at City Hall. The agenda was also posted at the Post Office and on the City's web site. Copies were e-mailed to residents requesting such, and the Press was notified.

The Taylors Falls City Council met for a regular meeting on Monday, December 8, 2008 at 7:00 p.m. in the Council Chambers at City Hall, 637 First Street, Taylors Falls, Minnesota.

**CALL TO ORDER**

The Meeting was called to order at 7:00 p.m. by Mayor Mike Buchite.

**ROLL CALL**

MEMBERS PRESENT: Mike Buchite, Ross Rivard, John Tangen, Zara Kinnunen, Larry Julik-Heine  
MEMBERS ABSENT: None  
OTHERS PRESENT: Clerk-Treasurer Jo Everson, Theresa Malon, Gerald LaBarre, Gary Swanson, Andy & Geri Swenson, and Eric Garner.

**ADOPTION OF AGENDA**

MOTION BY JULIK-HEINE/KINNUNEN TO APPROVE THE AGENDA, AS PRESENTED, FOR THE DECEMBER 8, 2008 TAYLORS FALLS CITY COUNCIL MEETING. MOTION CARRIED UNANIMOUSLY.

**ADOPTION OF CONSENT AGENDA**

MOTION BY TANGEN/RIVARD TO APPROVE/ACCEPT THE FOLLOWING CONSENT AGENDA ITEMS: MINUTES OF PREVIOUS CITY COUNCIL MEETINGS; COMMISSION, BOARD OR COMMITTEE MINUTES/REPORTS; STAFF REPORTS; CONSIDER RESOLUTION 08-12-01 AUTHORIZING INTER-FUND LOAN PAYMENT; CONSIDER RESOLUTION 08-12-02 AUTHORIZING TRANSFER OF TIF MONIES; CONSIDER RESOLUTION 08-12-03 AUTHORIZING TRANSFER OF MONIES TO REPAY INTER-FUND LOAN; CONSIDER APPROVAL OF SALT/SAND AGREEMENTS; CONSIDER CERTIFYING DELINQUENT SPECIAL CHARGES; CONSIDER AUTHORIZATION FOR FIRE DEPARTMENT TO PURSUE PSIC GRANT; APPROVAL OF CLAIMS & PAYROLL; CORRESPONDENCE. MOTION CARRIED UNANIMOUSLY.

**APPROVAL OF MINUTES OF PREVIOUS COUNCIL MEETINGS**

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE MINUTES OF THE TAYLORS FALLS CITY COUNCIL MEETINGS HELD NOVEMBER 10 AND NOVEMBER 24, 2008.

**PUBLIC HEARING**

**TRUTH & TAXATION HEARING**

The Mayor opened the Truth & Taxation Hearing at 7:05 p.m. The Clerk read the Public Notice into the record:

*Notice of Proposed Property Taxes  
City of Taylors Falls*

*The Taylors Falls City Council will hold a public hearing on its budget and on the amount of property taxes it is proposing to collect to pay for the costs of services the City will provide in 2009.*

*Monday, December 8, 2008, 7:05 p.m.  
Taylors Falls City Hall*

*All City residents are invited to attend the public hearing of the City Council to express their opinions on the budget and on the proposed amount of 2009*

*property taxes.*

The Mayor continued by explaining the Public Hearing process and the truth and taxation process. The following information was provided to the public in a packet complete with budget information and information regarding Minnesota's taxation system. He noted that the City's tax rate declined by .99%, and while it remains the highest in the County, it has steadily decreased over the past eight years.

	<b>2008</b>	<b>2009</b>	<b>Change from 2008 - 2009</b>
Total Tax Levy	\$688,835.00	\$692,800.00	.58%
General Fund Levy	\$418,462.00	\$412,838.00	-1.34%
City Tax Rate	81.944	81.132	- .99%

The Mayor asked for public comment regarding the proposed 2009 budget and the property taxes the City proposes to collect to pay for the costs of services it will provide.

Comments IN FAVOR of the proposed budget were:

**Gerald LaBarre** stated he would support increases on one condition, and that would be if the Council carefully consider its impact on the property taxes. One of his parcels increased by 2,500%, and the second parcel increased 25%. He implied that government entities work together to pass the buck on addressing property tax increases.

There were no comments OPPOSED to the proposed budget.

Comments NEUTRAL to the proposed budget were:

**Gary Swanson** questioned his 538% property tax increase, and how the market value could increase following the 2008 Board of Appeals meeting.

Hearing no further comments, MOTION BY JULIK-HEINE/KINNUNEN TO CLOSE THE 2008 TRUTH & TAXATION PUBLIC HEARING. MOTION CARRIED UNANIMOUSLY.

The Mayor announced that the Council would take final action on the 2008 Property Tax Levy, Payable in 2009 and the 2009 Budget at the December 29, 2008 City Council Meeting, to be held at 7:00 p.m. (date and time approved later at this meeting). The Public Hearing closed at 7:13 p.m.

**PUBLIC FORUM**

None.

**REPORT ON PREVIOUS PUBLIC FORUM REQUESTS**

None.

**STAFF REPORTS & REQUESTS**

**CHISAGO COUNTY SHERIFF'S DEPARTMENT**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA CORPORAL SHANE CARROLL'S NOVEMBER 2008 CHISAGO COUNTY SHERIFF'S DEPARTMENT REPORT.

**ADMINISTRATIVE DEPARTMENT**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE NOVEMBER/DECEMBER 2008 FINANCIAL REPORTS PRESENTED BY CLERK-TREASURER JO EVERSON.

**PLANNING & ZONING DEPARTMENT**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA ZONING ADMINISTRATOR-COORDINATOR LARRY PHILLIP'S NOVEMBER 2008 PLANNING AND ZONING REPORT.

**COMMISSION, BOARD OR COMMITTEE MINUTES/REPORTS**

**LIBRARY**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MINUTES OF THE TAYLORS FALLS PUBLIC LIBRARY BOARD MEETING HELD ON NOVEMBER 19, 2008.

**PARK & REC COMMISSION**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MINUTES OF THE TAYLORS FALLS PARK & REC COMMISSION MEETING HELD ON OCTOBER 22, 2008.

**PLANNING COMMISSION**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MINUTES OF THE TAYLORS FALLS PLANNING COMMISSION MEETINGS HELD ON JULY 7 AND AUGUST 4, 2008.

**STAFF REQUESTS**

None.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

**CONSIDER CHANGES TO POSITION DESCRIPTION FOR ZONING ADMINISTRATOR-COORDINATOR**

The position of Zoning Administrator-Coordinator became full-time in January 2008, at which time the duties have expanded into other areas. The Personnel Liaisons and City Staff have reviewed the Position Description and recommended needed changes.

MOTION BY JULIK-HEINE/RIVARD TO APPROVE THE AMENDED POSITION DESCRIPTION FOR THE CITY ZONING ADMINISTRATOR-COORDINATOR. MOTION CARRIED UNANIMOUSLY. (attached).

**CONSIDER DATE FOR PERFORMANCE EVALUATION OF ZONING ADMINISTRATOR-COORDINATOR**

Larry Phillips' 2<sup>nd</sup> anniversary working with the City as Zoning Administrator-Coordinator was November 2<sup>nd</sup>. The City Personnel Policy requires an annual Performance Evaluation to be completed by the Council.

MOTION BY JULIK-HEINE/RIVARD TO SET THE DATE OF MONDAY, DECEMBER 29, 2008 AT 6:30 P.M. AS THE ANNUAL PERFORMANCE EVALUATION OF LARRY PHILLIPS, ZONING ADMINISTRATOR-COORDINATOR. THE MEETING WILL BE CLOSED TO THE PUBLIC UNLESS REQUESTED TO BE AN OPEN MEETING BY THE EMPLOYEE. MOTION CARRIED UNANIMOUSLY.

**CONSIDER RESOLUTION 08-12-04 AUTHORIZING TRANSFER OF MONIES TO BALANCE COMMUNITY CENTER FUND**

Project Manager Ross Rivard reported that phase I of the Memorial Community Center project is nearing completion, and at this time is approximately \$11,000.00 over-budget due to the unexpected excavation of large rocks, the expanded size of the basement under the deck area, extra drainage issues, and other project costs that needed to be done for a quality job. Clerk-Treasurer Jo Everson recommended the Council transfer monies from the General Fund and use cash reserves from the Community Center Fund to balance the deficit budget balances.

MOTION BY KINNUNEN/JULIK-HEINE TO ADOPT RESOLUTION 08-12-04, AS AMENDED, AUTHORIZING THE TRANSFER OF MONIES TO THE TAYLORS FALLS MEMORIAL COMMUNITY CENTER FUND. MOTION CARRIED UNANIMOUSLY. (attached)

**SET DATE FOR FINAL 2008 COUNCIL MEETING**

MOTION BY KINNUNEN/JULIK-HEINE TO POSTPONE THE DECEMBER 22, 2008 TAYLORS FALLS CITY COUNCIL MEETING UNTIL MONDAY, DECEMBER 29, 2008, AT 6:30 P.M. DUE TO THE HOLIDAY WEEK. MOTION CARRIED UNANIMOUSLY.

**CONSIDER APPROVAL OF 2009 RURAL FIRE DEPT VOLUNTEER FIRE ASSISTANCE GRANT**

Fire Chief Kevin Rivard explained that the Department had submitted the paperwork for this annual grant assuming that they had received Council approval to do so on an on-going basis. (*Grants must be approved by Council on an individual basis*). Chief Rivard indicated that they intend to purchase a hose reel, Scotty foam system and 100' of ¾" 300 psi hose for unit #6.

MOTION BY TANGEN/KINNUNEN TO APPROVE THE 2009 \$1,500.00 FORESTRY ASSISTANCE MATCHING GRANT FROM THE STATE OF MINNESOTA, DEPARTMENT OF NATURAL RESOURCES, DIVISION OF FORESTRY, RURAL FIRE DEPARTMENT VOLUNTEER FIRE ASSISTANCE PROGRAM.

IT WAS FURTHER MOVED TO AUTHORIZE THE CITY CLERK AND MAYOR'S SIGNATURE ON SAID GRANT CONTRACT.

MOTION CARRIED UNANIMOUSLY.

**CONSIDER APPROVAL OF GIFT LAND AND ASSIGNMENT OF INTEREST OF THE HOGLUND PROPERTY**

The City Attorney has been working on the legal process for the City to acquire the property owned by the Hoglund estate that is located next to the Riverwalk Trail on the St. Croix River. In order to complete the transaction, he has recommended the following action by the Council:

MOTION BY TANGEN/KINNUNEN TO APPROVE THE AGREEMENT TO GIFT LAND AND ASSIGNMENT OF INTERESTS BETWEEN THE CITY OF TAYLORS FALLS AND BARBARA NEWBERRY AND MICHAEL NEWBERRY AND BARRY HOGLUND. MOTION CARRIED UNANIMOUSLY. (on file)

MOTION BY RIVARD/JULIK-HEINE TO AUTHORIZE CITY ATTORNEY TREVOR OLIVER TO FILE THE PETITIONS FOR DETERMINATION OF DESCENT IN ORDER TO PROPERLY PASS TITLE OF SAID PROPERTY TO THE CITY OF TAYLORS FALLS, THE COST OF APPROXIMATELY \$550.00 IS TO BE PAID FROM THE LEGAL SERVICES BUDGET ACCOUNT (41600-304). MOTION CARRIED UNANIMOUSLY.

**CONSIDER RESOLUTION 08-12-01 AUTHORIZING AN INTER-FUND LOAN PAYMENT**

THE CITY COUNCIL ADOPTED BY CONSENT AGENDA, RESOLUTION 08-12-01 AUTHORIZING AN INTER-FUND LOAN PAYMENT FOR THE BENCH STREET LIGHTING PROJECT. (attached)

**CONSIDER RESOLUTION 08-12-02 AUTHORIZING TRANSFER OF TIF MONIES**

THE CITY COUNCIL ADOPTED BY CONSENT AGENDA, RESOLUTION 08-12-02 AUTHORIZING THE TRANSFER OF MONIES TO BALANCE THE 2007 YEAR-END TAX INCREMENT FINANCING FUNDS. (attached)

**CONSIDER RESOLUTION 08-12-03 AUTHORIZING TRANSFER OF MONIES TO REPAY AN INTER-FUND LOAN**

THE CITY COUNCIL ADOPTED BY CONSENT AGENDA RESOLUTION 08-12-03 AUTHORIZING THE TRANSFER OF MONIES TO REPAY AN INTER-FUND LOAN TO THE SEWER FUND. (attached)

**CONSIDER APPROVAL OF SALT/SAND AGREEMENTS**

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE AGREEMENTS BETWEEN THE CITY OF TAYLORS FALLS AND THE TAYLORS FALLS ELEMENTARY SCHOOL AND THE FIRST SW EVANGELICAL LUTHERAN CHURCH, TO PROVIDE SALT/SAND, UPON REQUEST, TO THE PARKING LOTS AND PLAYGROUND AT THE ABOVE-MENTIONED LOCATIONS, AT A COST OF \$50.00 PER OCCASION, AND TO AUTHORIZE THE CLERK-TREASURER'S SIGNATURES ON SAID AGREEMENTS.

**CONSIDER CERTIFYING DELINQUENT CHARGES**

THE CITY COUNCIL ADOPTED BY CONSENT AGENDA, RESOLUTION 08-12-06 ADOPTING SPECIAL CHARGES FOR THE TAX YEAR 2008 TO BE COLLECTED IN 2009. (attached)

**CONSIDER AUTHORIZATION FOR THE FIRE DEPARTMENT TO PURSUE PSIC GRANT**

The City received notice that there is a grant opportunity from the Metropolitan Emergency Services

Board for the purchase of 800 megahertz radios, with only a 20% local match requirement. There is a deadline of Friday, December 19, 2008 to submit the application demonstrating the equipment need.

THE CITY COUNCIL AUTHORIZED BY CONSENT AGENDA THE TAYLORS FALLS FIRE DEPARTMENT TO PURSUE THE PUBLIC SAFETY INTEROPERABLE COMMUNICATIONS GRANT PROGRAM FROM THE US DEPARTMENT OF COMMERCE.

#### **APPROVAL OF CLAIMS & PAYROLL**

THE CITY COUNCIL APPROVED BY CONSENT AGENDA PAYMENT OF CHECK NUMBERS 22121 - 22172 IN THE AMOUNT OF \$51,818.21 FOR CLAIMS AND DISBURSEMENTS; AND CHECK NUMBERS 5389 - 5403 IN THE AMOUNT OF \$13,165.34 FOR NOVEMBER PAYROLL.

#### **CORRESPONDENCE**

THE CITY COUNCIL ACKNOWLEDGED BY CONSENT AGENDA CORRESPONDENCE RECEIVED IN THE DECEMBER 8, 2008 COUNCIL PACKET:

1. NOTICE OF ELIGIBILITY, RE: USDA RURAL DEVELOPMENT
2. LETTER FROM REPRESENTATIVE JEREMY KALIN, RE: EMERGENCY SERVICES FUNDING
3. INFORMATION FROM LMC, RE: INSURANCE COVERAGE
4. EMPLOYEE LEAVE REQUESTS
5. STAFF CORRESPONDENCE & EMAIL'S

#### **LIAISON OR COUNCIL MEMBER REPORTS**

**Ross Rivard** reported that the Planning Commission would be reviewing their by-laws and working on improving a communication process.

**Larry Julik-Heine** reported the new Plow Truck would be arriving before the end of the year.

**Mayor Mike Buchite** explained that information was provided by a Staff person to distribute to the Council regarding a Leadership Development Workshop that was recently attended, which included useful management techniques that could be used by the Council. He also reported that the Attorneys for MnDOT are currently reviewing the Lease Agreement, but have indicated they would be moving forward with the next phase of the project.

The Mayor also commended Staff for their work at the recent Holiday party.

#### **ADJOURNMENT**

MOTION BY JULIK-HEINE/KINNUNEN TO ADJOURN THE MEETING OF THE DECEMBER 8, 2008 TAYLORS FALLS CITY COUNCIL. MOTION CARRIED UNANIMOUSLY.

Being no further business to come before the Council, the Meeting adjourned at 7:37 p.m.

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Michael D. Buchite, Mayor

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Jo Everson, Clerk-Treasurer

**APPROVED: JANUARY 12, 2009**