

**TAYLORS FALLS CITY COUNCIL  
ORGANIZATIONAL MEETING  
COUNCIL CHAMBERS AT CITY HALL  
MONDAY, JANUARY 3, 2011 – 8:00 A.M.**

**MINUTES**

The Agenda for this Meeting was posted Tuesday, December 28, 2010, at City Hall, 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 their Organizational Meeting on Monday, January 3, 2011 at 8:00 a.m. at the Taylors Falls City Hall, 637 First Street, Taylors Falls, Minnesota.

**SWEARING IN OF MAYOR AND COUNCIL MEMBERS**

Clerk-Treasurer, Jo Everson, swore in Mayor Michael D. Buchite for his fifth two-year term. Also sworn in were Council Members Ross Rivard and Mary Jo Murphy.

**CALL TO ORDER**

The Meeting was called to order at 8:03 a.m. by Mayor Mike Buchite.

**ROLL CALL**

MEMBERS PRESENT: Mike Buchite, Ross Rivard, John Tangen, Larry Julik-Heine, Mary Jo Murphy

MEMBERS ABSENT: None

OTHERS PRESENT: Clerk-Treasurer Jo Everson, Denise Martin from the Chisago County Press

**PLEDGE OF ALLEGIANCE**

All those present at the meeting recited the Pledge of Allegiance to the United States flag.

**ADOPTION OF AGENDA**

The Agenda was amended under Consider Payment of Final 2010 Expenditures: **Consider Foreman Fire Service & Repair Invoice.**

MOTION BY JULIK-HEINE/RIVARD TO APPROVE THE AGENDA, AS AMENDED, FOR THE JANUARY 3, 2010 ORGANIZATIONAL COUNCIL MEETING. MOTION CARRIED UNANIMOUSLY.

**ELECTION OF VICE MAYOR**

NOMINATION BY JULIK-HEINE TO ELECT ROSS RIVARD AS VICE-MAYOR. MOTION BY TANGEN/MURPHY TO CLOSE NOMINATIONS. CALLED TO A VOTE. NOMINATION CARRIED.

**CONSIDER CONTRAT FOR LEGAL SERVICES WITH KELLY & LEMMONS, P.A.**

The City has contracted with Kelly & Lemmons, P.A. to provide legal services since 1997, but have not updated the contract since then. This is a more detailed contract defining what would be included under the retainer and what would be considered outside of the retainer. The Council was in agreement that the City has a good working relationship with the firm Kelly & Lemmons and wanted to continue that relationship.

MOTION BY RIVARD/TANGEN TO APPROVE THE CONTRACT FOR LEGAL SERVICES BY AND BETWEEN THE CITY OF TAYLORS FALLS AND KELLY & LEMMONS, PA. MOTION CARRIED UNANIMOUSLY. (attached)

**ADOPTION OF RESOLUTIONS**

**RESOLUTION 11-01-01 2011 ORGANIZATION RESOLUTION**

MOTION BY JULIK-HEINE/MURPHY TO ADOPT RESOLUTION 11-01-01, AS AMENDED, THE CITY OF TAYLORS FALLS 2011 ORGANIZATION RESOLUTION. MOTION CARRIED UNANIMOUSLY. (copy attached)

**RESOLUTION 11-01-02 SETTING THE 2011 FEE SCHEDULE**

MOTION BY TANGEN/RIVARD TO ADOPT RESOLUTION 11-01-02, AS AMENDED, SETTING THE 2011 FEE SCHEDULE. MOTION CARRIED UNANIMOUSLY. (copy attached)

**RESOLUTION 11-01-03 SETTING 2011 EMPLOYEE COMPENSATION AND BENEFITS**

MOTION BY JULIK-HEINE/MURPHY TO ADOPT RESOLUTION 11-01-03, AS PRESENTED, SETTING 2011 EMPLOYEE COMPENSATION AND BENEFITS. MOTION CARRIED UNANIMOUSLY. (copy attached)

**RESOLUTION 11-01-04 APPROVING 2011 QUARTERLY TRANSFERS**

MOTION BY RIVARD/TANGEN TO ADOPT RESOLUTION 11-01-04 APPROVING 2011 QUARTERLY TRANSFERS FROM THE WATER AND SEWER FUNDS TO THE GENERAL FUND. MOTION CARRIED UNANIMOUSLY. (copy attached)

**RESOLUTION 11-01-05 SETTING 2011 REIMBURSEMENT RATES**

MOTION BY KINNUNEN/JULIK-HEINE TO ADOPT RESOLUTION 11-01-05, AS PRESENTED, SETTING 2011 REIMBURSEMENT RATES. MOTION CARRIED UNANIMOUSLY. (copy attached)

**REVIEW OF GOALS & DIRECTIVES**

Council reviewed the list of goals from 2010 and discussed if there were any additions or deletions necessary for 2011. Commissions are encouraged to submit any other additions. (2011 Updated List Attached)

**CONSIDER COUNCIL TRAINING**

Each year the League of Minnesota Cities offers training to new and experienced Council Members and Mayors.

MOTION BY RIVARD/JULIK-HEINE TO AUTHORIZE MAYOR MIKE BUCHITE TO ATTEND THE 2011 LEADERSHIP CONFERENCE FOR EXPERIENCED OFFICES TO BE HELD FEBRUARY 26 - 26 IN BROOKLYN CENTER AT A COST OF \$220.00, TO BE PAID FROM THE COUNCIL TRAINING BUDGET ACCOUNT (41110-208).

IT WAS FURTHER MOVED TO AUTHORIZE COUNCIL MEMBER MARY JO MURPHY TO ATTEND THE 2011 LEADERSHIP CONFERENCE FOR NEWLY ELECTED OFFICIALS, AT A DATE AND LOCATION YET TO BE DETERMINED. *(Murphy will attend the Conference at Brooklyn Center on February 25 - 26, at a cost of \$285.00, to be paid from the Council Training Budget Account (41110-208).*

MOTIONS CARRIED UNANIMOUSLY.

**CONSIDER FINAL 2010 EXPENDITURES**

MOTION BY TANGEN/JULIK-HEINE TO AUTHORIZE THE PAYMENT OF CHECK NUMBERS 23659 - 23683 IN THE AMOUNT OF \$23,406.93 FOR FINAL 2010 CLAIMS AND DISBURSEMENTS, NOTING SPECIAL APPROVAL FOR THE PAYMENT OF \$1,494.00 TO FOREMAN FIRE SERVICE & REPAIR SINCE IT EXCEEDED THE \$1,000.00 SPENDING LIMIT WITHOUT COUNCIL APPROVAL. MOTION CARRIED UNANIMOUSLY.

**ADJOURNMENT**

MOTION BY JULIK-HEINE/MURPHY TO ADJOURN THE 2011 ORGANIZATIONAL MEETING OF THE TAYLORS FALLS CITY COUNCIL. MOTION CARRIED UNANIMOUSLY.

Being no further business to come before the Council, the Meeting adjourned at 8:29 a.m.

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Michael D. Buchite, Mayor

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Jo Everson, Clerk-Treasurer

**APPROVED: JANUARY 10, 2011**

**RESOLUTION 11-01-01**

**CITY OF TAYLORS FALLS  
COUNTY OF CHISAGO  
STATE OF MINNESOTA**

**2011 ORGANIZATION RESOLUTION**

WHEREAS the Taylors Falls Code of Ordinances, Chapter 2, as well as Minnesota Statute, Chapters 412 and 427, require certain action by the City Council at the annual organizational council meeting in January;

SO THEREFORE BE IT RESOLVED by the Taylors Falls City Council, that it hereby approves the following designations for the year 2011:

**MEETINGS:** Regular meetings of the Taylors Falls City Council shall be held on the Second and Fourth Monday of every month at 7:00 p.m. Any regular meeting that falls upon a holiday shall be held on the next following business day at the same time and place. All meetings, including special and adjourned meetings, shall be held at City Hall, in the Council Chambers, unless the City Council decides otherwise at a prior meeting.

**VICE MAYOR:** In the absence of the Mayor, the Vice Mayor for the Taylors Falls City Council shall be Ross Rivard.

**OFFICIAL NEWSPAPER:** The official newspaper for the City of Taylors Falls shall be the Chisago County Press, whose main publication is located in Lindstrom, Minnesota.

**OFFICIAL CITY DEPOSITORIES:** The following financial institutions shall be designated as the official City depositories: The RiverBank, St. Croix Falls, Wisconsin; and the 4-M Fund, Minneapolis, Minnesota.

The following shall be authorized agents to endorse checks and orders for the payment of money transactions at these official City depositories: Mayor Mike Buchite, Vice-Mayor Ross Rivard, Clerk-Treasurer Jo Everson and Zoning Administrator-Coordinator Larry Phillips. The Mayor is further authorized to use a facsimile signature stamp.

**COUNCIL MEMBER LIAISONS:** Council Members shall serve as liaisons to these specific departments/organizations:

Public Works Liaisons: Ross Rivard & Larry Julik-Heine  
Police Services: Mary Jo Murphy  
Fire Services: John Tangen  
Personnel: Mike Buchite & John Tangen  
Finance and Administration: Mary Jo Murphy

**PLANNING COMMISSION MEMBERS:** The Taylors Falls City Council member appointed by the City Council to the Planning Commission shall be Ross Rivard. Other Planning Commission members shall be:

<i>Terms Expire 12/31/2011</i>	<i>Terms Expire 12/31/2012</i>	<i>Terms Expire 12/31/2013</i>
Irv Stolp	Joe Stein	Diane Sander
Robyn Beck		

Alternate Planning Commission Member shall be Lee Casperson.

**ECONOMIC DEVELOPMENT COMMISSION MEMBERS:** The Taylors Falls City Council member appointed by the City Council to the Economic Development Commission shall be

Mary Jo Murphy. Other Economic Development Commission members shall be:

<i>Terms Expire 12/31/2011</i>	<i>Terms Expire 12/31/2012</i>	<i>Terms Expire 12/31/2013</i>
Ken Moore	Clarence Nelson	Beth Bantarri
Gerald Platzer	Wade Vitalis	Open Position

Alternate Economic Development Commission Member shall be John Coffey.

**PARK & RECREATION COMMISSION MEMBERS:** The Taylors Falls City Council member appointed by the City Council to the Park & Recreation Commission shall be Larry Julik-Heine. \_\_\_\_\_ Other Park & Recreation Commission members shall be:

<i>Terms Expire 12/31/2011</i>	<i>Terms Expire 12/31/2012</i>	<i>Terms Expire 12/31/2013</i>
Open Position	Leo Nelson	Tana Havumaki
Julie Hansen	Julie Moore	

Alternate Park & Rec Commission Member shall be Diane Nelson.

**HERITAGE PRESERVATION COMMISSION MEMBERS:** The Taylors Falls City Council member appointed by the City Council to the Heritage Preservation Commission shall be John Tangen. Other Heritage Preservation Commission members shall be:

<i>Terms Expire 12/31/2011</i>	<i>Terms Expire 12/31/2012</i>	<i>Terms Expire 12/31/2013</i>
Bill Scott	Susan Heaven	Barb Nelson
Joanne Frank	Brian Pigott	Julie Hildebrand

Alternate Heritage Preservation Commission Member shall be Alyssa Auten.

**LIBRARY BOARD MEMBERS:** The following City residents shall be appointed to the Library Board:

<i>Terms Expire 12/31/2011</i>	<i>Terms Expire 12/31/2012</i>	<i>Terms Expire 12/31/2013</i>
Leslie Johnson	Barb Anderson	Open Position
	Gerald Platzer	Lori Stolp

**HIGHWAY 8 TASK FORCE & STUDY ADVISORY GROUP:** The Taylors Falls City Council hereby reappoints Steve Gall to the Highway 8 Task Force and Study Advisory Group.

**STORM WATER UTILITY BOARD OF REVIEW:** The Taylors Falls City Council hereby appoints Council Member Ross Rivard, residents Diane Sander, and Steve Gall as members of the Taylors Falls Storm Water Utility Board of Review.

**LEGAL ADVISORS:** The firm of Kelly & Lemmons, P.A., of St. Paul, Minnesota, shall be retained as the law firm responsible for legal services and advice, with Patrick J. Kelly as the primary City Attorney, with Trevor Oliver et al as Assistant City Attorneys.

**CITY PLANNER:** The Taylors Falls City Council hereby chooses not to retain a City Planner at this time.

**AUDIT SERVICES:** The Taylors Falls City Council hereby retains Abdo Eick & Meyers, LLP of Edina, Minnesota, as the firm to audit the financial records of the City of Taylors Falls.

**FINANCIAL ADVISORS:** The Taylors Falls City Council hereby retains Ehlers & Associates, Inc., of Roseville, Minnesota, as the financial advisors for the City of Taylors Falls.

**ENGINEERING SERVICES:** The Taylors Falls City Council hereby retains Bolton & Menk, Inc. of Maplewood, Minnesota, as the firm the City of Taylors Falls will utilize for all civil engineering services, with Steve Heth as the primary City Engineer.

**HEALTH OFFICER:** The Taylors Falls City Council hereby appoints Dr. William Young as the City Health Officer for the City of Taylors Falls.

**CITY PROCESS SERVER:** The Taylors Falls City Council hereby appoints the senior law enforcement officer of the Chisago County Sheriff's Department stationed in Taylors Falls as the City Process Server for the City of Taylors Falls.

**CIVIL DEFENSE DIRECTOR:** The Taylors Falls City Council hereby appoints Fire Chief Al Rivard and Council Member John Tangen as the Co-City Civil Defense Directors.

**WEED INSPECTOR AND FORESTER:** The Taylors Falls City Council hereby appoints Public Works Superintendent Mike Kriz the Deputy Weed Inspector and Forester for the City of Taylors Falls.

**FIRE WARDEN AND FIRE MARSHALL:** The Taylors Falls City Council hereby appoints Clerk-Treasurer Jo Everson as the Fire Warden of the City of Taylors Falls, and Fire Chief, Al Rivard as the Fire Marshall of the City of Taylors Falls.

**BUILDING OFFICIAL:** The Taylors Falls City Council hereby appoints Jack Kramer as the responsible agent for building inspections for the City of Taylors Falls.

**ZONING ADMINISTRATOR:** The Taylors Falls City Council hereby appoints Larry Phillips as Zoning Administrator-Coordinator for the City of Taylors Falls.

APPROVED THIS 3<sup>rd</sup> DAY OF JANUARY, 2011

\_\_\_\_\_  
Michael D. Buchite, Mayor

ATTEST:

\_\_\_\_\_  
Jo Everson, Clerk-Treasurer

**RESOLUTION 11-01-02**

**CITY OF TAYLORS FALLS  
COUNTY OF CHISAGO  
STATE OF MINNESOTA**

**2011 FEE SCHEDULE**

<u>CHARGES FOR SERVICES</u>	<u>FEE</u>		
Assessment Searches	\$15.00		
Binding	\$3.00		
Copy of Development Code	\$50.00		
Copy of City Comprehensive Plan	\$50.00		
Copy of City Ordinances	\$75.00		
Copy of Meeting Packets	\$5.00 (1 – 10 pages)		
	\$8.00 (11 – 20 pages)		
	\$12.00 (17 – 35 pages)		
	\$25.00 (over 35 pages)		
Photo Copies	\$.25 per page		
Council Agenda Mailing	\$20.00 annually		
Council Meeting Minutes Mailing	\$35.00 annually		
Commission Agenda Mailing	\$7.00 annually		
Commission Meeting Minutes Mailing	\$15.00 annually		
Address Labels	\$2.50 per sheet		
List of City Residents	\$10.00		
Fax / Sending or Receiving	\$1.00		
NFS Checks	\$30.00		
Flushing of hydrants	\$200.00		
Private Sewer Inspection & Cleaning	\$250.00		
Replacement of Private Traffic Signage	Actual Costs		
Repairs to Privately Owned Utilities	Actual Costs		
Emergency Response by Fire Dept.	Rates Established Per Policy		
Mowing & Sidewalk Clearing	\$75.00 (2 hr minimum)		
 <u>ANIMAL LICENSES</u>			
Dog - sexed / unsexed	\$10.00 / \$5.00		
Cat - sexed / unsexed	\$5.00 / \$3.00		
Impound Fee	Actual Cost		
Kennel License	\$50.00		
Dangerous Dog Registration	\$200.00		
 <u>COMMUNITY CENTER RENTAL</u>			
Normal Rental	\$275.00	Non-resident	Deposit
Dances (Public or Wedding)	\$325.00	\$325.00	\$100.00
Commercial Use	\$375.00	\$375.00	\$100.00
Police Supervision	\$50.00/hr (2 hr minimum)	\$425.00	\$100.00
Janitorial Services	\$25.00/hour	\$35.00/hour	
Reduced Rates	\$50.00		
 <u>CITY HALL CONFERENCE ROOM RENTAL</u>			
	\$50.00 (2 hour rental)		
 <u>LIQUOR LICENSES</u>			
License Investigation Fee	\$50.00		
On-Sale	\$1,800.00		
Temporary On-Sale	\$10.00 / day		

On-Sale Wine \$100.00

ITEM FEE

LIQUOR LICENSES *(continued)*

On-Sale Beer \$100.00  
Off-Sale Liquor \$150.00  
Sunday On-Sale \$200.00  
Beer Off-Sale \$100.00

MISCELLANEOUS LICENSES / PERMITS

Adult Use Business License \$3,500.00  
    Investigative Fee \$1,500.00  
Pawnbroker License \$1,500.00  
    Investigative Fee \$500.00  
Burning Permit \$20.00  
Cigarette Sales License \$150.00  
Dance / Live Music Permit \$20.00  
Fireworks License \$500.00  
Explosives License \$500.00  
Peddler Investigation Fee \$50.00  
Peddler Licenses  
    Special Group, per event \$50.00  
    Solicitors, per day \$50.00  
    Solicitors, per week \$200.00  
    Transient Merchants, per day \$50.00  
    Transient Merchants, per week \$200.00  
    Peddlers, per day \$50.00  
    Peddlers, per week \$200.00  
Solid Waste Collection License \$150.00

UTILITY RATES/FEES

WATER

New \$2,026.00  
Reconnect (turn on or off) \$40.00 (\$65.00 after hours)  
Meter \$350.00  
Inspection \$40.00  
Maintenance Repair / Work \$65.00 hourly *(1 hour minimum)*  
Well Construction Permit \$100.00  
Annual Resident Water Base Charge \$5.51 per REU  
Water Usage Fee \$3.15 per thousand  
Annual Non-resident Water Base Charge \$6.89 per REU  
    \$3.94 per thousand  
Water Haulers Water Rate \$8.00 per thousand  
Meter Reading / Testing \$30.00  
Late Payment Fee 10% of delinquent balance  
Annual State Fee \$6.37 (\$1.06 bi-monthly)  
Bond Amount \$25,000.00 (per Statute)  
Repair or Replace Water Line \$40.00  
Violation of Water Restriction Order \$50.00 (per day/violation)  
Trunk Water Main Area Fee \$2,438.00

SEWER

New \$2,389.00  
Inspection \$40.00  
Annual Sewer Base Charge \$15.01 per REU

Sewer Usage Fee	\$2.75 per thousand gallons of water used
Late Payment Fee	10% of delinquent balance
Repair/Replace Sewer Line Permit Fee	\$40.00
<u>ITEM</u>	<u>FEE</u>

SEWER (continued)

Maintenance Repair / Work	\$65.00 hourly ( <i>1 hour minimum</i> )
Septic System Permit	\$100.00
Septic Tank Disposal	\$30.00 per load
Trunk Sanitary Sewer Area Fees	\$2,389.00 & \$2,478.00

STORM WATER

Classification 1 - 4	\$1.50/per REF
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CONSULTANT FEES

Attorney Hourly Fee	Actual Cost
City Staff Hourly Fee	\$65.00
Engineer Hourly Fee	Actual Cost
Planner Hourly Fee	Actual Cost

ZONING RELATED FEES

Appeal	\$125.00
Amendment	\$125.00
Conditional Use	\$125.00
Demolition Permit	\$25.00
Fence Permit	\$25.00
Interim Use Permit	\$125.00
Planned Unit Development	\$125.00 + \$50.00 per Unit
Publication	\$150.00
Recording Fees	\$46.00
Sign Permit	\$25.00
Site Plan Review	\$125.00
Subdivision	\$125.00 + \$50.00 per Lot
Variance	\$125.00
Street or Alley Vacation	\$125.00
Zoning Permit (Admin Fee)	\$25.00
Zoning Map	\$1.00

PUBLIC WORKS EQUIPMENT

*(includes cost of operator with a one (1) hour minimum charge)*

Sanding	\$75.00 <i>per occasion</i>
Sweeper	\$130.00 / hour
Rodding / Jetting	\$175.00 / hour
Skidsteer w/attachments	\$75.00 / hour
New Holland Tractor w/attachments	\$135.00 / hour
Kabota Riding Mower	\$85.00 / hour
Single Axle Dump Truck	\$115.00 / hour
1-Ton Truck	\$100.00 / hour
Tapping of Mains	
On City System	\$200.00 <i>plus materials</i>
Outside City System	\$300.00 <i>plus materials</i>

RIGHT-OF-WAY FEES

Registration	\$40.00 ( <i>+ Other Applicable Fees</i> )
Excavation	
Hole	\$125.00

Trench	\$1.50 / lineal foot (+ Hole Fee)
Obstruction	
Base Fee	\$50.00
Lineal Foot	\$0.50 / lineal foot (+ Base Fee)

ITEM

FEE

RIGHT-OF-WAY FEES (continued)

Delay Penalty	\$60.00 (Up to 3 Days Late)
Additional Delay Penalty	\$60.00/day (Over 3 Days)

APPROVED THIS 3<sup>RD</sup> DAY OF JANUARY, 2011

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Michael D. Buchite, Mayor

ATTEST:

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Jo Everson, Clerk-Treasurer

**RESOLUTION 11-01-03**

**CITY OF TAYLORS FALLS  
COUNTY OF CHISAGO  
STATE OF MINNESOTA**

**RESOLUTION SETTING 2011 EMPLOYEE COMPENSATION**

WHEREAS the City of Taylors Falls Personnel Policy requires that the City Council review compensation to City employees on an annual basis, which historically has been done at the annual organizational council meeting; and

WHEREAS the approved 2011 Budgets reflect anticipated salaries and benefits; and

SO THEREFORE BE IT RESOLVED that the City Council hereby approves the following compensation for all City employees, effective the first full payroll cycle of 2011:

Jo Everson, Clerk-Treasurer	\$22.86	Hourly
Larry Phillips, Zoning Administrator-Coordinator	\$21.00	Hourly
Mike Kriz, Public Works Superintendent	\$23.97	Hourly
Bill Neska, Public Works Maintenance Worker	\$20.04	Hourly
Seasonal Help	\$8.50	Hourly
Diane Dedon, Librarian	\$8.94	Hourly
Substitute Librarians	\$7.15	Hourly
Kevin Schumann, Custodian	\$14.59	Hourly
Carol Schumann, Custodian	\$14.59	Hourly

RESOLVED that the Employee Overtime Bank for 2011 shall include 100 hours of paid overtime for the Public Works Department. These are hours available to the employee to draw down, using one hour from the bank as payment for one hour of overtime, at a rate of 1½ of their regular pay for each hour used.

RESOLVED that the monthly insurance benefits for all full-time employees shall be \$500.00.

RESOLVED that the City shall pay the premium for a \$25,000.00 life insurance policy for full-time employees.

APPROVED THIS 3<sup>rd</sup> DAY OF JANUARY, 2011

\_\_\_\_\_  
Michael D. Buchite, Mayor

ATTEST:

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Jo Everson, Clerk-Treasurer

**RESOLUTION 11-01-04**

**CITY OF TAYLORS FALLS  
COUNTY OF CHISAGO  
STATE OF MINNESOTA**

**RESOLUTION TO APPROVE 2011 QUARTERLY TRANSFERS**

WHEREAS the City Council has granted final approval of the 2011 Budgets; and

WHEREAS the 2011 Budget includes \$65,000.00 from the Water and Sewer Funds which will be used to reimburse the General Fund for wages expended for Administrative and Public Works personnel; and

WHEREAS it would be in the best financial interest of the City's General Fund to transfer on a quarterly basis;

SO THEREFORE BE IT RESOLVED by the Taylors Falls City Council that it hereby approves the quarterly transfer of \$8,000.00 from the Water Fund (601), and \$8,250.00 from the Sewer Fund (602), for a total of \$16,250.00 as a transfer reimbursement to the General Fund (101) (*calculated at 49% water and 51% sewer*).

APPROVED THIS 3<sup>rd</sup> DAY OF JANUARY, 2011

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Michael D. Buchite, Mayor

ATTEST:

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Jo Everson, Clerk-Treasurer

**RESOLUTION 11-01-05**

**CITY OF TAYLORS FALLS  
COUNTY OF CHISAGO  
STATE OF MINNESOTA**

**RESOLUTION TO SET 2011 REIMBURSEMENT RATES**

WHEREAS, Taylors Falls City Council Members and members of Commissions and Committees may, from time to time, request reimbursement for mileage and meals while conducting official City business; and

WHEREAS Section 135.01 of the Taylors Falls Personnel Policy requires the City Council to annually set the rate of reimbursement for mileage for City employees while using their personal vehicles for official City business; and

WHEREAS Section 135.02 of the Personnel Policy of the City of Taylors Falls requires the City Council to annually set the rate of reimbursement for meals for City employees who are out of town on official City business; and

SO THEREFORE BE IT RESOLVED by the Taylors Falls City Council that it hereby approves that the mileage reimbursements to be paid for City travel in non-City vehicles shall be figured at the current federal rate (\$.51 January 1, 2011).

BE IT FURTHER RESOLVED by the Taylors Falls City Council that it hereby approves the 2011 reimbursement rate for meals while traveling on City business at:

Breakfast	\$13.00
Lunch	\$15.00
Dinner	\$23.00

BE IT FURTHER RESOLVED by the Taylors Falls City Council that meal reimbursement shall be made upon request without regard to proof of receipts.

APPROVED THIS 3<sup>rd</sup> DAY OF JANUARY, 2011

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Michael D. Buchite, Mayor

ATTEST:

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Jo Everson, Clerk-Treasurer