

**TAYLORS FALLS CITY COUNCIL MEETING
COUNCIL CHAMBERS
MONDAY, MARCH 22, 2010 – 7:00 P.M.**

MINUTES

The Agenda for this Meeting was posted Wednesday, March 17, 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 a regular meeting on Monday, March 22, 2010 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.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

MEMBERS PRESENT: Mike Buchite, John Tangen, Zara Kinnunen, Larry Julik-Heine

MEMBERS ABSENT: Ross Rivard

OTHERS PRESENT: Clerk-Treasurer Jo Everson, Commissioner Rick Greene, Jim Stein, Julie Hildebrand, Brad Falteysek, Tammie Milberg from the Inter-County Leader, a reporter from the Ledger Publication, and Eric Vargo from the Chisago County Press.

ADOPTION OF AGENDA

The Agenda was amended to include under New Business: **Consider Expense for Cherry Hill Park.**

MOTION BY TANGEN/KINNUNEN TO APPROVE THE AGENDA, AS AMENDED, FOR THE MARCH 22, 2010 COUNCIL MEETING. MOTION CARRIED UNANIMOUSLY.

ADOPTION OF CONSENT AGENDA

MOTION BY JULIK-HEINE/TANGEN TO APPROVE/ACCEPT THE FOLLOWING CONSENT AGENDA ITEMS: CONSIDER CONTRACTORS FOR THE BENCH STREET AUDIO VISUAL TOUR; CONSIDER AUTHORIZING THE WATER MAIN RELOCATION PROJECT; CONSIDER 2010 SOLID WASTE PERMITS; CONSIDER RESOLUTION 10-03-01 AUTHORIZING ADDITIONAL SIGNATORY; CONSIDER EXPENSE FOR CHERRY HILL PARK; CORRESPONDENCE. MOTION CARRIED UNANIMOUSLY.

PUBLIC FORUM

Chisago County Commissioner Rick Greene reported that the Governor is now considering unallotment of County PLT monies (Payment in Lieu of Taxes) in addition to LGA unallotments (Local Government Aid). Greene also reported that the Federal Transportation Enhancement funding was awarded to Taylors Falls for the construction of a multi-use trail within the City. It is unsure whether it will be the funding year 2014 or 2015. Greene's final report was to inform the Council that the LS Power vote by the County Commissioners passed on a 4-1 vote. It will now go back to Lent Township for a revote since the Developer's Agreement had been changed significantly since the original vote. If approved, LS Power submits their construction plans to the PUC (Public Utilities Commission) for final approval. Construction could begin as soon as 2011.

STAFF REQUESTS

Public Works: Training Request. Public Works Superintendent Mike Kriz requested permission for him and Maintenance Worker Bill Neska to attend a free schooling at Isanti County Equipment, covering topics of government programs, equipment, weed control, and the Emerald Ash Borer Problem. MOTION BY KINNUNEN/TANGEN TO APPROVE THE REQUEST FOR THE TAYLORS FALLS PUBLIC WORKS DEPARTMENT TO ATTEND THE ISANTI COUNTY EQUIPMENT TRAINING ON MARCH 25, 2010. MOTION CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS

None.

NEW BUSINESS

CONSIDER STREET SWEEPING PROPOSALS

Three proposals were received for sweeping streets in Taylors Falls during the 2010 season. MOTION BY TANGEN/KINNUNEN TO ACCEPT THE PROPOSAL FROM PEARSON BROS., INC, FROM MINNEAPOLIS, MN, AT A COST OF \$72 PER HOUR, ON AN AS-NEEDED BASIS AT THE DISCRETION OF THE PUBLIC WORKS SUPERINTENDENT. THE EXPENSE IS TO BE PAID FROM THE \$2,500 STREET SWEEPING BUDGET ACCOUNT (43100-407), CONDITIONAL UPON RECEIVING A CERTIFICATE OF INSURANCE NAMING THE CITY AS ADDITIONALLY INSURED. MOTION CARRIED UNANIMOUSLY.

2010 INSURANCE PRESENTATION BY STEIN AGENCY

Jim Stein, owner of Stein Insurance Agency, presented an overview of the City's insurance policies for 2010. Total premiums for the City were \$35,191.00, down nearly \$1,400.00. There were statutory limit changes this year, from \$400,000 per claimant to \$500,000, and from \$1,200,000 per occurrence to \$1,500,000 per occurrence. The City could receive an \$830 reduction in premium if they changed from a \$250 deductible to a \$1,000 deductible. The Council did not feel this was a significant enough savings, so did not make this change.

No action taken.

2009 AUDIT PRESENTATION

Brad Falteysek, Certified Public Accountant from the firm Abdo Eick & Meyers, LLP, presented the City's 2009 financial audit. The City's cash and investment balances in the General Fund increased \$122,929 from 2008 to \$348,694, which is approximately 51% of the 2010 budgeted disbursements. Falteysek commended the City for their prudent spending, considering how vulnerable the City has been and continues to be to the legislative actions taken at the State and Federal levels.

Overall the entire audit process went well, with three reportable conditions, similar to past years and similar to most cities the size of Taylors Falls: *Limited Segregation of Duties; Preparation of Financial Statements; and Time Period of Payments.*

MOTION BY JULIK-HEINE/KINNUNEN TO ACCEPT THE TAYLORS FALLS 2009 FINANCIAL AUDIT AS PRESENTED BY BRAD FALTEYSEK FROM ABDO, EICK & MEYERS, LLP. MOTION CARRIED UNANIMOUSLY.

CONSIDER REQUEST FROM FALLS CHAMBER OF COMMERCE FOR PURCHASING OF DOWNTOWN PLANTS

The City received a letter from Cindy Stimmler, the new Executive Director of the Falls Chamber of Commerce, requesting that Taylors Falls consider help to pay for the downtown hanging flower baskets. In the past the Chamber has paid for the entire costs, but cannot continue to do so due to the major costs. The St. Croix Falls Business Improvement District purchases the flower baskets in St. Croix Falls, so financial support is not needed on that side of the river.

The Council was in agreement that the flower baskets are a nice addition to the downtown and it would be in the City's best interests to pay a portion of their cost. MOTION BY JULIK-HEINE/KINNUNEN TO APPROVE THE PAYMENT OF ONE-HALF OF THE COST OF THE HANGING FLOWER BASKETS FOR DOWNTOWN TAYLORS FALLS, TO BE PAID FROM THE CONTINGENCY BUDGET ACCOUNT (49990-900). MOTION CARRIED UNANIMOUSLY.

CONSIDER PERSONNEL LIAISON'S RECOMMENDATION FOR DEPUTY CLERK'S POSITION

Jayna Yeske, the City's Deputy Clerk, resigned her position with the City effective March 4th. Prior to her leaving, the Council Personnel Liaisons Mayor Mike Buchite and John Tangen, met with staff to discuss how the division of workload would occur if the City did not immediately rehire. Approximately 80% of the job responsibilities were transferred to the City Clerk and 20% were

transferred to the Zoning Administrator-Coordinator. Because the City Clerk's hours are limited to 32 hours a week, the Mayor recommended the Council allow flexibility for the time being until a more permanent decision is made at a later date. Until then the Personnel Liaisons will monitor the hours and workload.

No action was taken.

CONSIDER AUTHORIZING SUBMISSION OF 2010 RURAL FIRE DEPARTMENT GRANT

The Fire Department was notified of a grant possibility from the US Department of the Interior National Park Service (NPS), Rural Fire Assistance. This program's goal is to enhance the safety and effectiveness of wildland fire protection on lands adjacent to NPS units. The grant request is for \$20,000, for the purchase of 7 or 8 radios that would comply with the FCC mandated 800mHZ system. It is a 90/10 grant, and the deadline for submission is March 31st.

MOTION BY JULIK-HEINE/KINNUNEN TO AUTHORIZE THE TAYLORS FALLS FIRE DEPARTMENT TO SUBMIT THE 2010 RURAL FIRE DEPARTMENT GRANT APPLICATION ADMINISTERED THROUGH THE NATIONAL PARK SERVICE RURAL FIRE ASSISTANCE PROGRAM. SAID GRANT REQUEST IS FOR \$20,000, TO BE USED FOR THE PURCHASE OF 7 OR 8 PORTABLE MOTOROLA RADIOS. THE CITY ACKNOWLEDGES THAT THE GRANT IS FUNDED AT 90%, WITH THE CITY'S 10% OBLIGATION OF \$2,000.00 TO BE PAID FROM THE FIRE EQUIPMENT FUND (407).

IT WAS FURTHER MOVED THAT THE CITY ACKNOWLEDGES THAT SIGNATURES ARE NOT REQUIRED DUE TO THE ELECTRONIC SUBMITTAL OF THE GRANT APPLICATION. THE MAYOR AND FIRE CHIEF ARE FUTHER AUTHORIZED TO HAVE FINAL REVIEW OF THE APPLICATION.

MOTIONS CARRIED UNANIMOUSLY.

CONSIDER COMMENTS ON CHISAGO COUNTYS DRAFT SUBSURFACE SEWAGE TREATMENT SYSTEMS ORDINANCE

Currently private septic systems in the City are regulated by Minnesota Pollution Control Agency (MPCA) Rule 7080. This is adopted by reference under Chapter 810.05 of the Taylors Falls Code of Ordinances, related to Private Sewage Disposal. Chisago County is in the process of updating their septic ordinance due to changes made to MPCA Rules regulating septic systems. The City received notice of the draft ordinance requesting comments prior the County's Planning Commission Public Hearing. Once Chisago County adopts the new ordinance the City will need to revise their existing Ordinance to comply with County standards or adopt another ordinance that is stricter. Jack Kramer, the City's Building and Septic Inspector, has reviewed the draft and is recommending we adopt the County's ordinance as written (when adopted by the County). Immediate action is not necessary for several months.

The Council had no comments. No action was taken at this time.

CONSIDER CONTRACTORS FOR THE BENCH STREET AUDIO VISUAL TOUR

The City was recently awarded \$6,750 from the Minnesota Historical Society for the Bench Street Audio Visual Tour. The Heritage Preservation Commission considered various contractors for hire at their March 9th meeting, and recommended the following:

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE RECOMMENDATION FROM THE TAYLORS FALLS HERITAGE PRESERVATION COMMISSION TO AUTHORIZE THE FOLLOWING CONTRACTORS TO PERFORM WORK ON THE BENCH STREET AUDIO VISUAL TOUR:

- WRITER/NARRATOR: GREG MARSTEN; \$15/HOUR, SERVICE NOT TO EXCEED \$3,000.00
- SOUND AND VISUAL EDITOR: LIZ VALLEEN; \$15/HOUR, SERVICE NOT TO EXCEED \$2,400.00
- PROJECT DIRECTOR: JULIE HILDEBRAND; \$15/HOUR NOT TO EXCEED \$450.00

CONSIDER AUTHORIZING THE WATER MAIN RELOCATION PROJECT

A section of Mulberry Street was vacated in 2009 with the knowledge that the 8" water main was located within the right-of-way, per the 1977 watermain construction plans. During the installation of

the third foundation of Xcel Energy's transition structure, the main was hit because it was actually located 15'-25' to the east. Xcel has requested that the City relocate the main and have agreed, in writing, to pay for the approximate \$4,800 in engineering costs and the estimated \$25,000 in construction costs that are associated with that relocation. Short, Elliot & Hendrickson (SEH) will invoice the City for their service, who in turn will invoice Xcel. The contractor will invoice Xcel directly. The project will require utility easements from James and Patricia Linehan and Xcel Energy, who have both verbally agreed, and the documents will be executed accordingly. Part of the project includes removal of the traprock on vacated Mulberry (from Maple to Furuby), adding black dirt, and grass seed. This portion of the project will not be completed until Xcel is done working at the site. The work is expected to begin in 3-5 weeks and should take two days.

THE CITY COUNCIL AUTHORIZED BY CONSENT AGENDA THE WATER MAIN RELOCATION PROJECT LOCATED ON VACATED MULBERRY STREET BETWEEN MAPLE STREET TO FURUBY ROAD, AUTHORIZING SHORT ELLIOT & HENDRICKSON TO PREPARE PLANS AND SPECIFICATIONS, OBTAIN ALL NECESSARY PERMITS, AND TO AUTHORIZE THE CONTRACTOR, ACKNOWLEDGING THAT XCEL ENERGY WILL PAY FOR ALL ENGINEERING AND CONSTRUCTION COSTS.

CONSIDER 2010 WASTE MANAGEMENT PERMITS

THE CITY COUNCIL APPROVED BY CONSENT AGENDA, THE 2010 - 2011 TAYLORS FALLS SOLID WASTE PERMITS FOR THE FOLLOWING COMPANIES:

ALL-WAYS HAULING, INC.
FOREST LAKE, MN

SRC (DBA: TOWN & COUNTRY DISPOSAL)
WYOMING, MN

CHISAGO LAKES SANITATION
CHISAGO CITY, MN

WASTE MANAGEMENT - SOMERSET
SOMERET, WI

CROIX VALLEY PICK-UP
CHISAGO CITY, MN

CONSIDER RESOLUTION 10-03-01 AUTHORIZING ADDITIONAL SIGNATORY

THE CITY COUNCIL ADOPTED BY CONSENT AGENDA RESOLUTION 10-03-01, AUTHORIZING LARRY PHILLIPS AS AN ADDITIONAL SIGNATORY ON CITY ACCOUNTS.

RESOLUTION 10-03-01

A RESOLUTION AUTHORIZING AN ADDITIONAL SIGNATORY ON CITY ACCOUNTS

WHEREAS Minnesota Statute requires that City Council make certain appointments at their Organizational Meeting each year; and

WHEREAS Resolution 10-01-01 designates the City's official depositories, as well as authorizes agents to endorse checks and orders for the payment of money transactions at these depositories: and

WHEREAS Deputy Clerk-Treasurer Jayna Yeske was included as one of these agents: and

WHEREAS effective March 4, 2010, Deputy Clerk-Treasurer Jayna Yeske no longer works for the City of Taylors Falls, therefore another signatory should be authorized in addition to Jo Everson, the City Clerk-Treasurer.

SO THEREFORE BE IT RESOLVED by the Taylors Falls City Council, that it hereby authorizes Zoning Administrator-Coordinator Larry Phillips to endorse checks and orders for payment of money transactions in the event the City Clerk-Treasurer is unavailable.

/s/ Michael D. Buchite, Mayor
Jo Everson, Clerk-Treasurer

CONSIDER EXPENSE FOR CHERRY HILL PARK

THE CITY COUNCIL AUTHORIZED BY CONSENT AGENDA \$350.00 TO BE PAID FROM THE CHERRY

HILL PARK FUND (402) FOR THE PURCHASE OF LUMBER FOR THE ROOF OF THE PAVILLION, TO BE PICKED UP AND DELIVERED BY THE PUBLIC WORKS DEPARTMENT.

LIAISON OR COUNCIL MEMBER REPORTS

Larry Julik-Heine reported that the new Public Works Superintendent has things under control, and complimented his organizational skills. They discussed at a recent meeting summer projects, including part-time help, mowing, and repairs (or purchase) of the lawn mower. Julik-Heine also commended Zoning Administrator-Coordinator Larry Phillips for his efforts in writing the application for the Federal Transportation Enhancement Trail Grant that was recently awarded to Taylors Falls.

Mayor Mike Buchite reported that he and Vice-Mayor Ross Rivard would be attending the Chisago County HRA/EDA Meeting on Tuesday to discuss the plans for the proposed construction of the MnDOT building project. It is hoped that the plans and project are approved at that meeting with Council action to be taken shortly thereafter.

CORRESPONDENCE

THE CITY COUNCIL ACKNOWLEDGED BY CONSENT AGENDA THE FOLLOWING CORRESPONDENCE PROVIDED IN THE MARCH 22, 2010 CITY COUNCIL MEETING PACKET:

1. LMC FRIDAY FAX
2. EMPLOYEE LEAVE REQUEST
3. STAFF CORRESPONDENCE & E-MAIL'S

ADJOURNMENT

MOTION BY JULIK-HEINE/KINNUNEN TO ADJOURN THE MEETING OF THE TAYLORS FALLS CITY COUNCIL HELD ON MARCH 22, 2010. MOTION CARRIED UNANIMOUSLY.

Being no further business to come before the Council, the Meeting adjourned at 8:10 p.m.

Michael D. Buchite, Mayor

Jo Everson, Clerk-Treasurer

APPROVED: APRIL 12, 2010