

**TAYLORS FALLS CITY COUNCIL MEETING
COUNCIL CHAMBERS
MONDAY, MARCH 12, 2012 – 6:30 P.M.**

MINUTES

The Agenda for this Meeting was posted Wednesday, March 7, 2012, 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 began its regular meeting on Monday, March 12, 2012 in closed session at 6:30 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 6:30 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, Ross Rivard, John Tangen, Larry Julik-Heine, Mary Jo Murphy

MEMBERS ABSENT: None

OTHERS PRESENT: Jo Everson, Clerk-Treasurer

ADOPTION OF AGENDA

MOTION BY JULIK-HEINE/MURPHY TO APPROVE THE AGENDA, AS PRESENTED, FOR THE MARCH 12, 2012 COUNCIL MEETING. MOTION CARRIED UNANIMOUSLY.

ADOPTION OF CONSENT AGENDA

MOTION BY RIVARD/TANGEN TO APPROVE/ACCEPT THE FOLLOWING CONSENT AGENDA ITEMS: MINUTES OF CITY COUNCIL MEETINGS HELD ON FEBRUARY 13, 2012; STAFF REPORTS; COMMISSION/BOARD OR COMMITTEE MINUTES/ REPORTS; CONSIDER RESOLUTION 12-02-01, REESTABLISHING PRECINCTS AND POLING PLACES; CONSIDER LION'S CLUB BINGO APPLICATION; CONSIDER COORDINATOR-ZONING ADMINISTRATOR'S VACATION REQUEST; CONSIDER LEASE WITH MN DEPARTMENT OF AGRICULTURE; CONSIDER PAYMENT OF HAWKINS, INC. INVOICE; APPROVAL OF CLAIMS & PAYROLL; AND CORRESPONDENCE. MOTION CARRIED UNANIMOUSLY.

ANNOUNCEMENT

The Mayor stated the Council would enter closed session for the purpose of an annual performance review of Jo Everson, the City Clerk-Treasurer.

MOTION BY MURPHY/JULIK-HEINE TO ENTER INTO CLOSED SESSION. AYES: ALL. MOTION CARRIED UNANIMOUSLY. The Council entered closed session at 6:32 p.m.

RETURN TO OPEN MEETING

The Mayor declared that the Council ended its closed meeting at 6:45 p.m.

MOTION BY JULIK-HEINE/TANGEN TO RETURN TO OPEN SESSION. AYES: ALL. MOTION CARRIED UNANIMOUSLY.

PERSONS PRESENT AT RETURN TO OPEN MEETING

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

MEMBERS ABSENT: None

OTHERS PRESENT: City Clerk-Treasurer Jo Everson

SUMMARY OF CLOSED MEETING

The Mayor declared the Council evaluated the job performance of Jo Everson, City Clerk-Treasurer, in its closed meeting. The closed meeting tape was sealed by the Mayor and placed in the locked employee file cabinet.

OPEN MEETING CALL TO ORDER

The Taylors Falls City Council continued their regular meeting on Monday, February 28, 2011 at 6:45 p.m. in the Council Chambers at City Hall, 637 First Street, Taylors Falls, Minnesota.

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

PUBLIC FORUM

None.

STAFF REPORTS & REQUESTS

ADMINISTRATIVE DEPARTMENT

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE FEBRUARY 2012 FINANCIAL REPORTS PRESENTED BY CLERK-TREASURER JO EVERSON.

CHISAGO COUNTY SHERIFF'S DEPARTMENT

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA SERGEANT SHANE CARROLL'S FEBRUARY 2012 CHISAGO COUNTY SHERIFF'S DEPARTMENT REPORT.

CITY ATTORNEY

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE FEBRUARY 2012 BILLING STATEMENT FROM THE CITY ATTORNEY'S OFFICE OF KELLY AND LEMMONS, P.A.

PUBLIC WORKS DEPARTMENT

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE FEBRUARY 2012 PUBLIC WORKS DEPARTMENT REPORT PRESENTED BY SUPERINTENDENT MIKE KRIZ.

PLANNING & ZONING DEPARTMENT

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE FEBRUARY 2012 PLANNING & ZONING DEPARTMENT REPORT PRESENTED BY COORDINATOR-ZONING ADMINISTRATOR ADAM BERKLUND.

FIRE DEPARTMENT

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE FEBRUARY 2012 FIRE DEPARTMENT REPORT PRESENTED BY CHIEF AL RIVARD.

COMMISSION, BOARD OR COMMITTEE MINUTES/REPORTS

None.

STAFF REQUESTS

Coordinator-Zoning Administrator's Training Request. Adam Berklund, City Coordinator-Zoning Administrator requested permission to attend three Land Use Planning Workshops. The Council acknowledged that while Berklund's training budget would be depleted once mileage was paid, the benefits of the training outweighed any budgetary concerns.

MOTION BY JULIK-HEINE/MURPHY TO AUTHORIZE CITY COORDINATOR-ZONING ADMINISTRATOR ADAM BERKLUND'S REQUEST TO ATTEND THE FOLLOWING LAND USE PLANNING WORKSHOPS:

- GOVERNMENT TRAINING SERVICE – BASICS OF PLANNING AND ZONING: THURSDAY, MARCH 29, 2012 IN ST. PAUL, AT A COST OF \$125.00 PLUS MILEAGE.
- GOVERNMENT TRAINING SERVICE – BEYOND THE BASICS OF PLANNING & ZONING: THURSDAY, MAY 17, 2012 IN SHORVIEW, AT A COST OF \$125.00 PLUS MILEAGE.
- LEAGUE OF MINNESOTA CITIES CITY LEARNING POINT ONLINE TRAINING – CREATING THE GROUND RULES, DEVELOPING LAND USE PLANS AND LAWS, AT A COST OF \$30.00.

MOTION CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS

None.

NEW BUSINESS

CONSIDER PROPOSAL FROM BOLTEN & MENK FOR WATER STANDPIPE REHABILITATION

Steve Heth, the City's Engineer from Bolten & Menk, Inc. submitted a proposal to the Council to provide professional engineering services for the design, construction administration, and inspection of the City's 150,000 gallon water standpipe rehabilitation. The standpipe was constructed in the late 1960's, and has never had the inside painted. The outside was sandblasted and painted in the early 1980's. Costs to perform the work are estimated at \$116,150. Bolten and Menk, Inc. are proposing to seek bids for both an early substantial completion date (June 29, 2012) and a late substantial completion date (October 19, 2012).

Council Member Ross Rivard expressed concern that the engineering costs were 25% of the total costs for the project, which seemed excessive, especially in the area of Construction Observation Services. He recommended further negotiations with Bolten & Menk, Inc., however, did not want to delay the project by tabling action on the Agreement..

MOTION BY JULIK-HEINE/MURPHY TO APPROVE THE AGREEMENT BETWEEN BOLTEN & MENK, INC. AND THE CITY OF TAYLORS FALLS TO PROVIDE ENGINEERING SERVICES FOR THE DESIGN, CONSTRUCTION ADMINISTRATION, AND INSPECTION OF THE CITY'S 150,000 GALLON WATER STANDPIPE REHABILITATION, AT A COST NOT TO EXCEED \$28,500.00, BUT CONDITIONAL UPON THE FINAL AGREEMENT COSTS AGREED UPON BY ENGINEER STEVE HETH, MAYOR MIKE BUCHITE AND VICE-MAYOR ROSS RIVARD.

IT WAS FURTHER MOVED TO AUTHORIZE BOLTEN & MENK, INC. TO PROCEED WITH THE DESIGN AND BIDDING SERVICES FOR THE STANDPIPE REHABILITATION PROJECT.

MOTION CARRIED UNANIMOUSLY.

CONSIDER RIGHT TO ENTRY AUTHORIZATION FOR WATERCRAFT INSPECTIONS

The City received a letter from the Minnesota Department of Natural Resources (DNR) informing the City that they are prepared to conduct watercraft inspections and decontaminations for the open water season at the Lions Park's boat landing (because the City is the "managing authority" of the landing). The inspections and decontaminations are mandated by state law. The DNR has provided a right-of-entry authorization form which would allow them to conduct the inspections & decontaminations.

MOTION BY TANGEN/JULIK-HEINE TO APPROVE THE AGREEMENT BETWEEN THE CITY OF TAYLORS FALLS AND THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES AUTHORIZING A RIGHT OF ENTRY TO PERFORM WATERCRAFT INSPECTIONS AT THE TAYLORS FALLS LIONS PARK BOAT LANDINGS. MOTION CARRIED UNANIMOUSLY. (attached)

CONSIDER RESOLUTION 12-02-01 REESTABLISHING PRECINCT AND POLLING PLACES

Every ten years (subsequent to a census year) the State of Minnesota requires that each municipality shall establish the boundaries of the election precincts in the municipality which includes the

governing body of a county as well. The State adopts a Legislative Plan, which then the County reestablishes or redistricts for their commissioner districts. There is a tight timeline in order to accomplish this. The County intends to amend their Districts since District 1 is much too large and District 5 is too small. They cannot, however, do this until local precinct boundaries are reestablished, but no later than May 1, 2012. Taylors Falls only has to reestablish their precinct and their polling place.

THE CITY COUNCIL ADOPTED BY CONSENT AGENDA RESOLUTION 12-02-01, A RESOLUTION REESTABLISHING PRECINCTS AND POLLING PLACES IN TAYLORS FALLS. (attached)

CONSIDER LIONS CLUB BINGO APPLICATION

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE REQUEST FROM THE TAYLORS FALLS LIONS CLUB TO APPROVE THE APPLICATION TO CONDUCT EXCLUDED BINGO AT THE TAYLORS FALLS MEMORIAL COMMUNITY CENTER ON FRIDAY, MARCH 30, 2012.

CONSIDER COORDINATOR-ZONING ADMINISTRATOR'S VACATION REQUEST

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE VACATION REQUEST BY COORDINATOR-ZONING ADMINISTRATOR ADAM BERKLUND FOR TWO FULL DAYS ON JUNE 21, 2012 AND JUNE 25, 2012.

CONSIDER PAYMENT OF HAWKINS INVOICE

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE PAYMENT OF \$1,0263.60 TO HAWKINS, INC. FOR THE PURCHASE OF A WATER PUMP, TO BE PAID FROM THE WATER FUND (601).

CONSIDER MINNESOTA DEPARTMENT OF AG LEASE

The City leases office space to the Minnesota Department of Agriculture in the lower level of City Hall. It is a 2-year lease, expiring May 31, 2012. Due to the difficult economic times, it was agreed that the \$224.09 monthly rent would not be increased for the next two year lease.

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE LEASE AMENDMENTS MADE BY AND BETWEEN THE CITY OF TAYLORS FALLS AND THE STATE OF MINNESOTA, DEPARTMENT OF ADMINISTRATION. (attached)

APPROVAL OF CLAIMS & PAYROLL

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE PAYMENT OF CHECK NUMBERS 24470 - 24511 TOTTALLING \$40,398.54 AND CHECK NUMBERS 6081 - 6089 TOTTALLING \$11,184.26 FOR FEBRUARY PAYROLL.

LIAISON OR COUNCIL MEMBER REPORTS

Larry Julik-Heine reported that the Friends of Taylors Falls Parks & Recreation would be conducting a fundraiser event on St. Patrick's Day, with a Corned Beef & Cabbage dinner for \$8.00 from 5 – 8 p.m. at the Taylors Falls Memorial Community Center.

John Tangen reported that information was shared during his monthly meeting with Fire Chief Al Rivard, that the City would soon need to purchase pagers that comply with the 800 mHz radio migration mandate. A quote of \$12,015.00 was received from Infinity Wireless. Tangen indicated he would meet with the City Clerk-Treasurer to review potential financing options. He also reported that the City may need to invest money in the City's lone emergency siren (located on West Street) so that it too would be compliant with the 800 mhz system. He again complimented Taylors Falls as the only City in Chisago County who successfully obtained a grant that aided in the +\$60,000.00 purchase of the required radios for the Fire Department.

Tangen voiced his concern and echoed the Fire Department's concern with the upcoming Highway 8 bridge rehab project that would be affecting traffic beginning in late March and throughout the summer. Only eastbound traffic would be allowed, and all westbound traffic would be rerouted to the

Osceola Highway 243 bridge. This rerouting would greatly impact emergency response time for fire mutual aid and for ambulance service. He assured the Council that he would continue calling Wisconsin Department of Transportation until he received a response.

Ross Rivard reported that the Planning Commission was reviewing the building design guidelines for the new Business Park. He also reported that there was a water main break at Folsom/Pine Streets. It was repaired rather quickly using a stainless steel coupling patch.

Mary Murphy reported that the EDC was working on the content for the new interpretive signs to be placed along the River Walk Trail.

Mayor Mike Buchite reported that the Highway 95 reconstruction/repairs from Sunrise to Taylors Falls have been once again postponed another year due to several bidding issues that must be resolved.

CORRESPONDENCE

THE CITY COUNCIL ACKNOWLEDGED BY CONSENT AGENDA THE FOLLOWING CORRESPONDENCE PROVIDED IN THE MARCH 12, 2012 CITY COUNCIL MEETING PACKET:

1. CORRESPONDENCE FROM BOLTON & MENK, RE: CULTURAL RESOURCE SERVICES
2. STAFF CORRESPONDENCE & EMAIL'S

ADJOURNMENT

MOTION BY JULIK-HEINE/MURPHY TO ADJOURN THE MEETING OF THE TAYLORS FALLS CITY COUNCIL HELD THIS MARCH 12, 2012. MOTION CARRIED UNANIMOUSLY.

Being no further business to come before the Council, the Meeting adjourned at 7:09 p.m.

Michael D. Buchite, Mayor

Jo Everson, Clerk-Treasurer

APPROVED: APRIL 9, 2012

RESOLUTION 12-02-01
CITY OF TAYLORS FALLS
COUNTY OF CHISAGO
STATE OF MINNESOTA

**A RESOLUTION REESTABLISHING PRECINCTS AND
POLLING PLACES IN TAYLORS FALLS, MINNESOTA**

WHEREAS, the legislature of the State of Minnesota has been redistricted; and

WHEREAS, Minnesota Statute §204B.14, subd. 3(d) requires that precinct boundaries must be reestablished within 60 days of when the legislature has been redistricted or at least 19 weeks before the state primary election, whichever comes first:

SO THEREFORE BE IT RESOLVED by the Taylors Falls City Council that it hereby establishes the boundaries of the voting precincts and polling places in Taylors Falls, Minnesota, as Precinct 1 – City Hall, 637 First Street, which encompasses the entire city boundaries (attached for illustrative purposes).

Adopted this 12th day of March, 2012

Michael D. Buchite, Mayor

ATTEST:

Jo Everson, Clerk-Treasurer