

**TAYLORS FALLS CITY COUNCIL MEETING
COUNCIL CHAMBERS
MONDAY, NOVEMBER 14, 2011 – 7:00 P.M.**

MINUTES

The Agenda for this Meeting was posted Wednesday, November 9, 2011, 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, November 14, 2011 7:00 p.m. in 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, Ross Rivard, John Tangen, Larry Julik-Heine, Mary Jo Murphy

MEMBERS ABSENT: None

OTHERS PRESENT: Denise Martin from the Chisago County Press

ADOPTION OF AGENDA

The Agenda was amended to add under New Business: **Consider Request to Purchase Paint.**

MOTION BY JULIK-HEINE/RIVARD TO APPROVE THE AGENDA, AS AMENDED, FOR THE NOVEMBER 14, 2011 COUNCIL MEETING. MOTION CARRIED UNANIMOUSLY.

ADOPTION OF CONSENT AGENDA

MOTION BY TANGEN/JULIK-HEINE TO APPROVE/ACCEPT THE FOLLOWING CONSENT AGENDA ITEMS: MINUTES OF CITY COUNCIL MEETINGS HELD ON OCTOBER 10 AND OCTOBER 24, 2011; STAFF REPORTS; COMMISSION/BOARD OR COMMITTEE MINUTES/REPORTS; CONSIDER REIMBURSEMENT FOR GRILLS FOR CHERRY HILL PARK; CONSIDER RESOLUTION 11-11-01 SUPPORTING THE REMOVAL OF PROPERTY FROM STATE PARK BOUNDARY; CONSIDER RESOLUTION 11-11-02 ACCEPTING THE VOLUNTEER FIRE ASSISTANCE GRANT; APPROVAL OF CLAIMS & PAYROLL; AND CORRESPONDENCE. MOTION CARRIED UNANIMOUSLY.

PUBLIC FORUM

None.

STAFF REPORTS & REQUESTS

ADMINISTRATIVE DEPARTMENT

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE OCTOBER 2011 FINANCIAL REPORTS PRESENTED BY CLERK-TREASURER JO EVERSON.

CHISAGO COUNTY SHERIFF'S DEPARTMENT

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA SERGEANT SHANE CARROLL'S OCTOBER 2011 CHISAGO COUNTY SHERIFF'S DEPARTMENT REPORT.

CITY ATTORNEY

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE OCTOBER 2011 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 OCTOBER 2011 PUBLIC WORKS DEPARTMENT REPORT PRESENTED BY SUPERINTENDENT MIKE KRIZ.

FIRE DEPARTMENT

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE OCTOBER 2011 FIRE DEPARTMENT REPORT AS PRESENTED BY FIRE CHIEF AL RIVARD.

COMMISSION, BOARD OR COMMITTEE MINUTES/REPORTS

TAYLORS FALLS ECONOMIC DEVELOPMENT COMMISSION

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MINUTES OF THE TAYLORS FALLS ECONOMIC DEVELOPMENT COMMISSION MEETING HELD ON SEPTEMBER 20, 2011.

TAYLORS FALLS HERITAGE PRESERVATION COMMISSION

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MINUTES OF THE TAYLORS FALLS HERITAGE PRESERVATION COMMISSION MEETING HELD ON SEPTEMBER 13, 2011

LIBRARY BOARD

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MINUTES OF THE TAYLORS FALLS LIBRARY BOARD MEETING HELD ON OCTOBER 26, 2011.

STAFF REQUESTS

None.

UNFINISHED BUSINESS

CONSIDER PURCHASE OF GENERATOR FOR LIFT STATION #1

Public Works Superintendent Mike Kriz recommended the replacement of the generator for the #1 Lift Station rather than repair the existing 20 year-old one. Four bids were received, for both diesel and natural gas alternatives.

MOTION BY JULIK-HEINE/RIVARD TO AUTHORIZE THE PURCHASE OF A DIESEL GENSET:60HZ-125KW FROM CUMMINS NPOWER, LLC, AT A COST OF \$33,900.00, WHICH INCLUDES FREIGHT, START UP AND TESTING, EXHAUST FLEX AND INSTALLATION, TO BE PAID FROM THE SEWER FUND (602). MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

CONSIDER 2012 COMMUNICATIONS SYSTEM SUBSCRIBER AGREEMENT

The City recently received the proposed 2012 Communications System Subscriber Agreement from Chisago County, which defines the use of the new 800mHz region-wide public safety radio communications system, the maintenance and repair of the radios and the administrative and operational support of the fleet. The Agreement does not take into account the number of radios and pagers that Taylors Falls has purchased through grants, nor does it reflect any changes in the subscribers costs as previously discussed with the Sheriff. The Mayor will schedule a second meeting to clarify these issues.

MOTION BY RIVARD/JULIK-HEINE TO TABLE ACTION ON THE 2012 COMMUNICATIONS SYSTEM SUBSCRIBER AGREEMENT UNTIL SUCH TIME A MEETING HAS BEEN HELD WITH THE CHISAGO COUNTY SHERIFF'S DEPARTMENT TO DISCUSS THE TERMS OF THE AGREEMENT. MOTION CARRIED WITH TANGEN ABSTAINING SINCE HE IS AN EMPLOYEE OF THE CHISAGO COUNTY SHERIFF'S DEPARTMENT.

CONSIDER PAYMENT TO KNIFE RIVER FOR 2011 STREET IMPROVEMENT PROJECT

Public Works Superintendent Mike Kriz reported that there were extra improvements needed as the street project progressed. Additional milling was required, and more asphalt was required at Oak Street because it appeared soft. Xcel Energy is responsible for the cost of a driveway repair due to a downed tree. Total bill is \$53,774.96 with \$949.00 to be paid by Xcel Energy.

MOTION BY TANGEN/JULIK-HEINE TO AUTHORIZE PAYMENT OF \$53,774.96 TO KNIFE RIVER AS FINAL PAYMENT FOR THE 2011 STREET PROJECT, TO BE PAID FROM THE STREET IMPROVEMENT FUND (650). MOTION CARRIED UNANIMOUSLY.

CONSIDER HIRING PROCESS FOR COORDINATOR-ZA POSITION

Following the resignation of Larry Phillips as the Zoning Administrator-Coordinator, the Position Description was reviewed and amended to more clearly reflect the job responsibilities. To date 32 applications have been received for the (newly titled) Coordinator-Zoning Administrator position. Council discussed how to proceed with the hiring process.

MOTION BY JULIK-HEINE/RIVARD:

- ✚ TO APPROVE THE POSITION DESCRIPTION FOR THE CITY COORDINATOR-ZONING ADMINISTRATOR. (attached)
- ✚ TO AUTHORIZE THE CITY COUNCIL PERSONNEL LIAISONS MAYOR MIKE BUCHITE, JOHN TANGEN, AND CITY CLERK JO EVERSON TO REVIEW THE APPLICATIONS AND DETERMINE THOSE TO BE INTERVIEWED.
- ✚ TO CALL SPECIAL COUNCIL MEETINGS FOR INTERVIEWING CANDIDATES ON NOVEMBER 29, NOVEMBER 30, AND DECEMBER 1 BEGINNING AT 5:30 P.M. IN THE MAYOR'S OFFICE.

MOTION CARRIED UNANIMOUSLY.

CONSIDER REIMBURSEMENT FOR GRILLS FOR CHERRY HILL PARK

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE PAYMENT OF \$169.36 TO MARY JO MURPHY FOR GRILLS PURCHASED FOR THE CHERRY HILL PARK, TO BE PAID FROM THE CHERRY HILL PARK FUND (402).

CONSIDER RESOLUTION 11-11-01 SUPPORTING THE REMOVAL OF PROPERTY FROM STATE PARK BOUNDARY

On September 28, 2009, the City sent the DNR/State Park a letter proposing to swap land currently owned by the City and completely surrounded by State Park land for property owned by the DNR adjacent to the TF Memorial Community Center. The land acquired by the City is intended for expansion of the parking lot to accommodate the future Swedish Immigrant Trail.

The Memorial Community Center is the planned trailhead and therefore more parking will be needed. County Parks Director, Laird Mork, has included construction of the parking lot in his grant requests for trail construction. This land exchange is also outlined in the Memorandum of Understanding between the City, Park, and County for the development of the trail.

Before the land can be subdivided and exchanged, the DNR has to remove the future City land out of the Interstate State Park Statutory Boundary. This requires State Legislative action and the supporting resolution from City Council.

THE CITY COUNCIL ADOPTED BY CONSENT AGENDA RESOLUTION 11-11-01, A RESOLUTION SUPPORTING REMOVAL OF CERTAIN PROPERTY FROM THE STATUTORY BOUNDARY OF INTERSTATE STATE PARK. (attached)

CONSIDER RESOLUTION 11-11-02 ACCEPTING THE VOLUNTEER FIRE ASSISTANCE GRANT

THE CITY COUNCIL ADOPTED BY CONSENT AGENDA RESOLUTION 11-11-02 ACCEPTING THE VOLUNTEER FIRE ASSISTANCE GRANT FROM THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES, FOR THE PURCHASE OF 800 MHZ PAGERS. (attached)

CONSIDER REQUEST TO PURCHASE PAINT

Fire Chief Al Rivard, requested authorization to purchase paint and supplies to paint the walls of the truck bays in the Fire Station. Firemen have volunteered to provide the labor in cleaning, prepping and painting the walls.

MOTION BY JULIK-HEINE/TANGEN TO AUTHORIZE THE FIRE DEPARTMENT TO PURCHASE PAINT AND SUPPLIES FOR THE FIRE STATION NOT TO EXCEED \$1,200.00, TO BE PAID FROM THE FIRE DEPARTMENT BUDGET (101-42260). MOTION CARRIED UNANIMOUSLY.

APPROVAL OF CLAIMS & PAYROLL

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE PAYMENT OF CHECK NUMBERS 24248 - 110611 TALLING \$102,682.73; AND CHECK NUMBERS 5989 - 5997 TALLING \$11,761.67 FOR OCTOBER PAYROLL.

LIAISON OR COUNCIL MEMBER REPORTS

None.

CORRESPONDENCE

THE CITY COUNCIL ACKNOWLEDGED BY CONSENT AGENDA THE FOLLOWING CORRESPONDENCE PROVIDED IN THE NOVEMBER 14 2011 CITY COUNCIL MEETING PACKET:

1. MEETING NOTICE FROM EAST CENTRAL REGIONAL DEVELOPMENT COMMISSION
2. STAFF CORRESPONDENCE & EMAIL'S

ADJOURNMENT

MOTION BY JULIK-HEINE/MURPHY TO ADJOURN THE MEETING OF THE TAYLORS FALLS CITY COUNCIL HELD THIS NOVEMBER 14, 2011. MOTION CARRIED UNANIMOUSLY.

Being no further business to come before the Council, the Meeting adjourned at 6:59 p.m.

Michael D. Buchite, Mayor

Jo Everson, Clerk-Treasurer

Mary Murphy, Secretary

APPROVED: DECEMBER 12, 2011

RESOLUTION 11-11-01

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

**A RESOLUTION SUPPORTING REMOVAL OF CERTAIN PROPERTY FROM THE
STATUTORY BOUNDARY OF INTERSTATE STATE PARK**

WHEREAS, the City of Taylors Falls (“the City”) is a Minnesota Municipal Corporation, duly organized and authorized to conduct its affairs under the laws of the State of Minnesota; and

WHEREAS, on September 28, 2009, the City sent Minnesota Interstate State Park a letter proposing to exchange property owned by the City within the Park for an equivalent amount of land owned by the Minnesota Department of Natural Resources adjacent to the Taylors Falls Memorial Community Center for the purpose of expanding the parking lot to accommodate the future Swedish Immigrant Trail; and

WHEREAS, on January 10, 2010, the City, Chisago County, and Minnesota Department of Natural Resources Division of Parks and Trails entered into a Memorandum of Understanding “to work collaboratively and cooperatively to promote, plan, construct and operate the Swedish Immigrant Trails in Chisago County, the City of Taylors Falls, and Interstate State Park”; and

WHEREAS, said land that may be conveyed to the City is described on “Attachment A”; and

WHEREAS, prior to the City’s acquisition of said land currently located within Interstate State Park, the property must be removed from the Statutory Boundary of Interstate State Park;

SO THEREFORE BE IT RESOLVED BY THE TAYLORS FALLS CITY COUNCIL that it supports removal of property described on Attachment A from the Statutory Boundary of Interstate State Park.

ADOPTED THIS 14TH OF NOVEMBER, 2011

ATTEST:

Michael D. Buchite, Mayor

Jo Everson, Clerk-Treasurer

ATTACHMENT A

PART OF GOVERNMENT LOT 1 OF SECTION 25, TOWNSHIP 34 NORTH, RANGE 19 WEST
CHISAGO COUNTY
0.52 ACRES

That part of Lots 8, 9, and 10 of Block 35 of the plat of THE TOWN OF TAYLOR'S FALLS, on file and of record in the Chisago County Recorder's Office, described as follows:

Beginning at the northwest corner of said Lot 10; thence on an assumed bearing of South 08 degrees 05 minutes 41 seconds West 151.46 feet along the west line of said Lots 10, 9 and 8 to the southwest corner of said Lot 8; thence South 89 degrees 51 minutes 29 seconds East 160.00 feet along the south line of said Lot 8; thence North 00 degrees 30 minutes 25 seconds East 150.00 feet to a point which is 140.00 feet east of the northwest corner of said Lot 10 as measured along the north line thereof; thence North 89 degrees 51 minutes 29 seconds West 140.00 feet to the point of beginning.

RESOLUTION 11-11-02

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

**A RESOLUTION ACCEPTING THE VOLUNTEER FIRE ASSISTANCE GRANT
FROM THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES**

WHEREAS, the Taylors Falls Fire Department requires funding for the acquisition of new pagers that are compatible with the new 800 MHz radio system that is mandated by the Federal Communication Commission; and

WHEREAS, the City Council authorized the submission of the grant application for the Volunteer Fire Assistance Program in the amount of \$5,000 on May 9, 2011, to the Minnesota Department of Natural Resources; and

WHEREAS, the Minnesota Department of Natural Resources has notified the City that it has been awarded \$3,000.00 for the purchase of pagers;

WHEREAS, said grant funding is reimbursable and requires a 50% cash match from the City; and

SO THEREFORE BE IT RESOLVED by the Taylors Falls City Council that it hereby signifies the acceptance of the Volunteer Fire Assistance Grant in the amount of \$3,000 for the purchase of pagers that will be compatible with the 800 MHz radio system.

BE IT FURTHER RESOLVED that the Mayor and Clerk-Treasurer have signatory authority to sign the grant contract necessary to receive said grant funding.

ADOPTED NOVEMBER 14, 2011

Michael D. Buchite, Mayor

ATTEST:

Jo Everson, Clerk-Treasurer