

**TAYLORS FALLS CITY COUNCIL MEETING  
COUNCIL CHAMBERS  
MONDAY, AUGUST 23, 2010 – 6:30 P.M.**

**MINUTES**

The Agenda for this Meeting was posted Wednesday, August 18, 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, August 23, 2010 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, Zara Kinnunen

MEMBERS ABSENT: None

OTHERS PRESENT: Public Works Superintendent Mike Kriz, Zoning Administrator-Coordinator Larry Phillips (left the meeting during the closed session), and a reporter from the Standard Press (left the meeting during the closed session)

**ANNOUNCEMENT**

The Mayor stated the Council would enter into closed session for the purpose of an annual performance review of Public Works Superintendent Mike Kriz. A secretary from the Council would have to be appointed to take minutes of the closed meeting.

**CLOSED MEETING**

MOTION BY JULIK-HEINE/RIVARD TO APPOINT COUNCIL MEMBER TANGEN AS THE SECRETARY FOR THE CLOSED MEETING. MOTION CARRIED UNANIMOUSLY.

MOTION BY JULIK-HEINE/KINNUNEN TO CLOSE THE MEETING TO THE PUBLIC IN ORDER TO CONDUCT THE PERFORMANCE EVALUATION OF PUBLIC WORKS SUPERINTENDENT MIKE KRIZ. MOTION CARRIED UNANIMOUSLY.

The Council entered closed session at 6:32 p.m.

**PERSONS PRESENT AT RETURN TO OPEN MEETING**

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

MEMBERS ABSENT: None

OTHERS PRESENT: Public Works Superintendent Mike Kriz

**SUMMARY OF CLOSED MEETING**

The Mayor declared the Council evaluated the job performance of Public Works Superintendent Mike Kriz in its closed meeting. The closed meeting tape was sealed by the Mayor and placed in the locked employee file cabinet.

**REGULAR OPEN MEETING CALL TO ORDER**

The Taylors Falls City Council continued their regular meeting on Monday, August 23, 2010 at 6:54 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, Zara Kinnunen

MEMBERS ABSENT: None

OTHERS PRESENT: Public Works Superintendent Mike Kriz, Zoning Administrator-Coordinator Larry Phillips, and a reporter from the Standard Press

**ADOPTION OF AGENDA**

The Agenda was amended to add #1 under Old Business: **Re-Consider River & Second Street Paving Proposals** and #8 under Consent Agenda: **Consider Merit Pay for Public Works Superintendent**.

MOTION BY JULIK-HEINE/KINNUNEN TO APPROVE THE AGENDA, AS AMENDED, FOR THE AUGUST 23, 2010 COUNCIL MEETING. MOTION CARRIED UNANIMOUSLY.

**ADOPTION OF CONSENT AGENDA**

MOTION BY TANGEN/RIVARD TO APPROVE/ACCEPT THE FOLLOWING CONSENT AGENDA ITEMS: CONSIDER APPROVAL OF ENGAGEMENT LETTER FOR 2010 FINANCIAL AUDIT; CONSIDER TRAINING REQUEST BY HPC CHAIR; CONSIDER APPOINTING ALYSSA AUTEN AS ALTERNATE HPC MEMBER; CONSIDER MERIT PAY FOR PUBLIC WORKS SUPERINTENDENT; CORRESPONDENCE. MOTION CARRIED UNANIMOUSLY.

**PUBLIC FORUM**

None.

**STAFF REQUESTS**

None.

**UNFINISHED BUSINESS**

**RE-CONSIDER RIVER & SECOND STREET PAVING PROPOSALS**

Public Works Superintendent Mike Kriz explained that there was a misunderstanding in the bid from Wausau Asphalt on how much of Second Street had to be milled and overlaid. Wausau Asphalt believed this only included milling and overlaying the ends of the road, not the entire 140'. The project and bidding instructions included milling and overlaying the entire length of Second Street. Wausau Asphalt would not perform the milling and overlaying as stated on their bid submitted to the City and acted on by City Council on August 9, 2010. Wausau Asphalt's bid for River and Second Streets was \$13,900. B&R Blacktop, Inc was the next lowest bidder; their bid did include milling and overlay all of Second Street as specified in the bidding instructions. B&R Blacktop's bid for River and Second Street was \$15,752. The difference is \$1,852, however the project is still within budget because a \$3,000 contingency authorized. Kriz recommended the Council award the bid to B&R Blacktop.

Public Works Liaisons Rivard and Julik-Heine agreed that it was unfortunate that there was a misunderstanding in the bidding process. The project had been a long time in the works therefore its important to keep the project moving.

MOTION BY RIVARD/JULIK-HEINE THAT BASED ON THE MISUNDERSTANDING OF WHAT THE PROJECT REQUIRED TO BE MILLED AND OVERLAYED WAUSAU ASPHALT WAS NOT THE LOWEST BIDDER, B&R BLACKTOP WAS THE LOWEST BIDDER AT \$15,752 THEREFORE THE BID FOR BOTH RIVER AND SECOND STREETS WILL BE AWARDED TO B&R BLACKTOP, INC. MOTION CARRIED UNANIMOUSLY.

**NEW BUSINESS**

**CONSIDER PROBATION STATUS FOR PW SUPERINTENDENT**

Public Works Superintendent Mike Kriz will complete his 12-month probation on August 24<sup>th</sup>. The City Council conducted an Employee Performance Evaluation. The Council must determine his employment status at this time.

MOTION BY KINNUNEN/TANGEN TO APPROVE THE SUCCESSFUL COMPLETION OF THE PROBATIONARY PERIOD FOR PUBLIC WORKS SUPERINTENDENT MIKE KRIZ; TO APPROVE HIS PERMANENT EMPLOYEE STATUS; AND TO GRANT A \$1.00 PER HOUR PAY INCREASE, CHANGING HIS CURRENT PAY OF \$22.50 TO \$23.50, EFFECTIVE SEPTEMBER 1, 2010. MOTION CARRIED UNANIMOUSLY.

### **CONSIDER BIDS FOR THE SALT/SAND STORAGE BUILDING**

The City Council considered bids for a 4-bay salt/sand storage building at the August 12<sup>th</sup> Special City Council meeting and reject all general contractor and paving bids because they exceeded the initial cost projection. As a cost savings measure, the building was downsized to a 3-bay building and bids were due by 2:00 p.m. on August 23<sup>rd</sup>.

Three general contractor's bids were submitted and four paving bids were submitted. Finnteck Inc. was the lowest general contractor's bid at \$98,250 and Wausau Asphalt was the lowest paving bid at \$7,870 including "Alternates 1 and 2" which includes a 40' asphalt apron in front of the building. The 40' apron was recommended by the Public Works Department so they would have a clean surface to mix salt and sand on, as opposed to trying to mix material on the gravel parking lot.

Rivard and Zoning Administrator-Coordinator Larry Phillips recommended a \$3,000 project contingency for extra base work if required for paving the apron in front of the building.

Mayor Buchite will be appearing before the HRA/EDA Board at the end of the month to request an additional \$25,000.00 of funding to the \$150,000.00 the HRA/EDA Boards has already authorized. If the HRA/EDA funds \$175,000 the balance of the project will need to be determined at a later date.

MOTION BY KINNUNEN/JULIK-HEINE TO AUTHORIZE FINNTECK INC. AS THE GENERAL CONTRACTOR TO BUILD THE SALT/SAND STORAGE BUILDING AS SPECIFIED ON THE PLANS AND SPECIFICATIONS FOR THE BUILDING IN THE AMOUNT OF \$98,250.00 AND WAUSAU ASPHALT AS THE PAVING CONTRACTOR TO PAVE UNDER THE BUILDING AND 40' APRON AS SPECIFIED ON THE PAVING PLANS AT A COST OF \$7,870.00. FURTHER MOTION TO AUTHORIZE A PROJECT CONTINGENCY OF \$3,000.00. FURTHER MOTION TO AUTHORIZE CITY STAFF AND THE MAYOR TO EXECUTE A CONSTRUCTION CONTRACT WITH THE SELECTED GENERAL CONTRACTOR AND TO APPOINT PROJECT MANAGEMENT AUTHORITY TO VICE MAYOR ROSS RIVARD AND ZONING ADMINISTRATOR-COORDINATOR LARRY PHILLIPS TO OVERSEE CONSTRUCTION, ADMINISTER CONSTRUCTION CONTRACTS AND BIDS, SERVE AS THE CITY'S REPRESENTATIVES TO THE SELECTED CONTRACTORS, AND SIGN OFF ON PAY REQUESTS WHICH WILL BE FORWARDED TO CITY COUNCIL FOR PAY AUTHORIZATION. MOTION CARRIED UNANIMOUSLY.

### **CONSIDER RESOLUTION 10-08-02 DESIGNATING 607 BENCH STREET AS A HERITAGE PRESERVATION SITE**

Tangen explained the HPC held a public hearing on the proposal and the Planning Commission and State of Minnesota Historical Society had reviewed and commented on the designation. The house was built in 1868 and is now owned by Council Member Kinnunen.

MOTION BY TANGEN/JULIK-HEINE TO ADOPT RESOLUTION 10-08-02 DESIGNATING 607 BENCH STREET, THE JAMES PAYNE HOUSE, AS AN OFFICIAL TAYLORS FALLS HERITAGE PRESERVATION SITE. MOTION CARRIED, WITH KINNUNEN ABSTAINING DUE TO HER OWNERSHIP OF THE PROPERTY BEING DESIGNATED. (attached)

### **CONSIDER RESOLUTION 10-08-03 DESIGNATING 355 WEST STREET AS A HERITAGE PRESERVATION SITE**

Tangen explained this site was originally planned to be designated as part of the Angel Hill Heritage Preservation District, but was taken out of the District at the request of the property owner at that time. Since Angel Hill was designated, a new property owner bought the house. The HPC held the public hearing on July 13, 2010 and has recommended the site be designated based on architectural reasons.

MOTION BY RIVARD/JULIK-HEINE TO ADOPT RESOLUTION 10-08-03 DESIGNATING 355 WEST STREET, THE WILLIAM LESKE HOUSE, AS AN OFFICIAL TAYLORS FALLS HERITAGE PRESERVATION SITE. MOTION CARRIED UNANIMOUSLY. (attached)

### **CONSIDER APPROVAL OF ENGAGEMENT LETTER FOR 2010 FINANCIAL AUDIT**

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE AGREEMENT BETWEEN THE CITY OF

TAYLORS FALLS AND ABDO EICK & MEYERS, CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS, TO PERFORM THE 2010 FINANCIAL AUDITS, AT A COST OF \$13,750.00 AND THE STATE AUDITOR'S REPORTING FORM AT \$535.00.

**CONSIDER TRAINING REQUEST BY THE HPC CHAIR**

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE TRAINING REQUEST FROM THE TAYLORS FALLS HERITAGE PRESERVATION COMMISSION TO SEND HPC CHAIR BARBARA NELSON TO THE ANNUAL STATEWIDE HISTORIC PRESERVATION CONFERENCE IN WINONA, MINNESOTA ON SEPTEMBER 16<sup>TH</sup> AND 17<sup>TH</sup>, 2010 AT A COST OF \$460.00, TO BE PAID FROM THE HPC TRAINING FUND (41960-208) AND THEN THE REFUNDS AND REIMBURSEMENTS FUND (41960-810) IF NEEDED. FURTHER MOTION TO AUTHORIZE THE HPC TO SUBMIT A SCHOLARSHIP APPLICATION TO THE MINNESOTA HISTORICAL SOCIETY FOR FUNDING TO SEND BARBARA NELSON TO THE CONFERENCE.

**CONSIDER APPOINTING ALYSSA AUTEN AS ALTERNATE HPC MEMBER**

THE CITY COUNCIL APPOINTED BY CONSENT AGENDA ALYSSA AUTEN AS THE ALTERNATE MEMBER ON THE TAYLORS FALLS HERITAGE PRESERVATION COMMISSION.

**CONSIDER MERIT PAY FOR PUBLIC WORKS SUPERINTENDENT**

THE CITY COUNCIL AUTHORIZED BY CONSENT AGENA, A \$250.00 MERIT PAY LUMP SUM PAYMENT TO PUBLIC WORKS SUPERINTENDENT MIKE KRIZ TO RECOGNIZE AND REWARD HIM FOR HIS RECENT PERFORMANCE EVALUATION, BY ACHIEVING MORE THAN WHAT WAS EXPECTED OF HIM AND BY PUTTING IN CONSISTENTLY GREATER EFFORT.

**LIAISON OR COUNCIL MEMBER REPORTS**

**Larry Julik-Heine** reported the newly seeded grass at Cherry Hill Park is growing well. The PRC is planning to clean up the park this fall. The PRC will be soon have a recommendation to Council to help pay for the steps the Taylors Falls Lion's Club installed at the South Lion's Park.

**Tangen** reported HPC Chair Barbara Nelson is attending the Statewide Historic Preservation Conference at a cost of \$660.00, but it is anticipated the scholarship will pay for \$440.00. Now the HPC has no vacancies because Alyssa Auten filled the alternate member position.

**Rivard** reported that the Planning Commission did not meet in August. The road construction on Second and River Street is moving along. Rivard commended the Public Works Department for doing a great job this summer.

**Mayor Mike Buchite** reported that the Community Emergency Response Team (CERT) taskforce met for their second meeting. The taskforce had to clarify the training requirements needed for CERT and they hope to obtain a CERT plan from another City and modify it for Taylors Falls' CERT plan. Buchite stated the Council is in the budgeting process and the goal is to continue to reduce the tax rate. He encouraged all departments to get their proposed budgets to the City Council in a timely manner.

**CORRESPONDENCE**

THE CITY COUNCIL ACKNOWLEDGED BY CONSENT AGENDA THE FOLLOWING CORRESPONDENCE PROVIDED IN THE AUGUST 23, 2010 CITY COUNCIL MEETING PACKET:

1. ANIMAL COMPLAINT LETTER
2. PARK COMPLAINT LETTER
3. STAFF CORRESPONDENCE & EMAIL'S

**ADJOURNMENT**

MOTION BY KINNUNEN/JULIK-HEINE TO ADJOURN THE MEETING OF THE TAYLORS FALLS CITY COUNCIL HELD ON AUGUST 23, 2010. MOTION CARRIED UNANIMOUSLY.

Being no further business to come before the Council, the Meeting adjourned at 7:27 p.m.

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Michael D. Buchite, Mayor

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Larry Phillips, Zoning Administrator-Coordinator

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John Tangen, Acting Secretary

**APPROVED:** SEPTEMBER 13, 2010

**RESOLUTION 10-08-02**

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

**A RESOLUTION DESIGNATING THE JAMES PAYNE HOUSE AS AN  
OFFICIAL TAYLORS FALLS HERITAGE PRESERVATION SITE**

WHEREAS 607 Bench Street (James Payne House) is located within the corporate limits of Taylors Falls, Minnesota; and

WHEREAS the Taylors Falls Heritage Preservation Commission has proposed to designate this site to be a Taylors Falls Heritage Preservation Site; and

WHEREAS the Taylors Falls Heritage Preservation Commission did conduct a public hearing on July 13, 2010 to take public testimony regarding the proposed designation; and

WHEREAS as a result of the hearing, the Commission did make the following findings of fact with regard to the designation of 607 Bench Street (James Payne House) as a Heritage Preservation Site:

1. BUILT IN 1868 FOR, AND POSSIBLY BY, JAMES PAYNE, THE HOUSE IS AN EXCELLENT EXAMPLE OF A TWO STORY FRAME BUILDING IN THE GREEK REVIVAL STYLE – A STYLE THE NEW ENGLAND DERIVATION OF WHICH WAS DOMINANT IN MID-19<sup>TH</sup> CENTURY TAYLORS FALLS. DESPITE THE RELOCATION IN 1938 OF ITS PRINCIPAL ENTRANCE FROM THE SOUTH ELEVATION TO REDESIGN ON CENTERED ON BENCH STREET, THE BUILDING RETAINS MUCH OF ITS CLASSIC, EXTERIOR APPEARANCE.
2. JAMES PAYNE (1831 – 1884) WAS ONE OF TAYLORS FALLS' EARLIEST PERMANENT RESIDENTS, HAVING SETTLED IN THE TOWN IN 1849, PRIMARILY A LUMBERMAN, HE WAS ACTIVE IN THE BUSINESS COMMUNITY ENGAGED AS A HOTEL MANAGER, A SALOON KEEPER AND OWNER OF SEVERAL BOWLING ALLEYS.
3. THE PAYNE HOUSE MEETS THE CRITERIA IN THE TAYLORS FALLS PRESERVATION ORDINANCE FOR DESIGNATION AS A HERITAGE PRESERVATION SITE.
4. IN ACCORDANCE WITH THE CITY'S HERITAGE PRESERVATION ORDINANCE, THE PLANNING COMMISSION HAS REVIEWED AND COMMENTED ON THE NOMINATION IN ITS MEETING ON APRIL 5, 2010, AS HAD THE MINNESOTA HISTORICAL SOCIETY AS STATED IN ITS LETTER TO THE CITY DATED APRIL 15, 2010.

WHEREAS the Heritage Preservation Commission did recommend the City Council to officially designate the site for architectural reasons based upon these findings of fact;

SO THEREFORE BE IT RESOLVED, by the Taylors Falls City Council, that it hereby officially designates 607 Bench Street (James Payne House) as an official Taylors Falls Heritage Preservation Site, legally described as:

*Lot 1, Block 30 and that part of vacated Pine Street  
abutting Lot 1, excluding the railroad right-of-way,  
City of Taylors Falls, Chisago County, MN.*

Adopted by the City Council on August 23, 2010

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Michael D. Buchite, Mayor

ATTEST:

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Larry Phillips, Zoning Administrator-Coordinator

**RESOLUTION 10-08-03**

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

**A RESOLUTION DESIGNATING THE WILLIAM LESKE HOUSE AS AN  
OFFICIAL TAYLORS FALLS HERITAGE PRESERVATION SITE**

WHEREAS 355 West Street (William Leske House) is located within the corporate limits of Taylors Falls, Minnesota; and

WHEREAS the Taylors Falls Heritage Preservation Commission has proposed to designate this site to be a Taylors Falls Heritage Preservation Site; and

WHEREAS the Taylors Falls Heritage Preservation Commission did conduct a public hearing on July 13, 2010 to take public testimony regarding the proposed designation; and

WHEREAS as a result of the hearing, the Commission did make the following findings of fact with regard to the designation of 355 West Street (William Leske House) as a Heritage Preservation Site:

1. BUILT IN 1923 THIS SMALL, ONE-STORY BUNGALOW VERSION OF THE CRAFTSMAN STYLE EXEMPLIFIES THE MOST POPULAR OF SMALLER HOUSES BUILD IN THE U.S. IN THE FIRST THREE DECADES OF THE 20<sup>TH</sup> CENTURY. IT WAS RELATIVLY INEXPENSIVE, EASY TO MAINTAIN AND WELL-ADAPTED FOR A NEW INFORMAL STYLE OF LIVING IN AN INCREASINGLY SERVANTLESS SOCEITY.
2. THE SIGNIFICANCE OF THE SITE HAS BEEN RECOGNIZED BY ITS INCLUSION IN THE 1982 DESIGNATION OF THE ANGEL HILL HISTORIC DISTRICT ON THE NATIONAL REGISTER OF HISTORIC PLACES.
3. EXCLUDED AT THE REQUEST OF THE CURRENT OWNERS OF THE SITE FROM THE NOMINATION OF ANGEL HILL AT THE TIME THE DISTRICT WAS DESIGNATED AS A TAYLORS FALLS HERITAGE PRESERVATION DISTRICT IN MAY 2008, THE CURRENT OWNER CONCURS WITH THE HPC'S FINDINGS THAT THE SITE IS WORTHY OF DESIGNATION AND SUPPORTS THE NOMINATION.
4. WITH ITS LOCATION NEAR THE INTERSECTION OF FIRST AND WEST STREETS IT PROVIDES THE FIRST IMPRESSION OF THE HISTORIC DISTRICT ON ENTERING ONE OF THE ONLY FOUR MEANS OF ACCESS FOR VEHICULAR TRAFFIC TO ANGEL HILL.
5. THE WILLIAM LESKE HOUSE MEETS THE CRITERIA IN THE TAYLORS FALLS PRESERVATION ORDINANCE FOR DESIGNATION AS A HERITAGE PRESERVATION SITE.
6. IN ACCORDANCE WITH THE CITY'S HERITAGE PRESERVATION ORDINANCE, THE PLANNING COMMISSION HAS REVIEWED AND COMMENTED ON THE NOMINATION IN ITS MEETING ON APRIL 5, 2010, AS HAD THE MINNESOTA HISTORICAL SOCIETY AS STATED IN ITS LETTER TO THE CITY DATED APRIL 15, 2010.

WHEREAS the Heritage Preservation Commission did recommend the City Council to officially designate the site for architectural reasons based upon these findings of fact;

SO THEREFORE BE IT RESOLVED, by the Taylors Falls City Council, that it hereby officially designates 355 West Street (William Leske House) as an official Taylors Falls Heritage Preservation Site, legally described as:

*Lots 4 through 6, Block 49,  
City of Taylors Falls,  
Chisago County, MN.*

Adopted by the City Council on August 23, 2010

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Michael D. Buchite, Mayor

ATTEST:

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Larry Phillips, Zoning Administrator-Coordinator