

**TAYLORS FALLS CITY COUNCIL MEETING  
COUNCIL CHAMBERS  
MONDAY, APRIL 13, 2009 – 6:30 P.M.**

**MINUTES**

The Agenda for this Meeting was posted Wednesday, April 8, 2009 at City Hall, the Post Office, and on the City's website. Copies were e-mailed to residents requesting such, and the Press was notified.

The Taylors Falls City Council met for a special meeting on Monday, April 13, 2009 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. *(the performance evaluation scheduled for 6:30 was cancelled due to a family medical emergency).*

**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: Deputy Clerk-Treasurer Jayna Yeske, Jim Stein of Stein Insurance Agency, Inc., Brad Falteysek of Abdo, Eick & Meyers, LLP, and Bob Porter of the Chisago County Press.

**ADOPTION OF AGENDA**

MOTION BY RIVARD/KINNUNEN TO APPROVE THE AGENDA, AS PRESENTED, FOR THE APRIL 13, 2009 TAYLORS FALLS CITY COUNCIL MEETING. MOTION CARRIED UNANIMOUSLY.

**ADOPTION OF CONSENT AGENDA**

MOTION BY TANGEN/JULIK-HEINE TO APPROVE/ACCEPT THE FOLLOWING CONSENT AGENDA ITEMS: MINUTES OF PREVIOUS CITY COUNCIL MEETINGS; COMMISSION, BOARD OR COMMITTEE MINUTES/REPORTS; STAFF REPORTS; CONSIDER TEMPORARY BEER LICENSE FOR ALMELUND LIONS CLUB; CONSIDER 2009 SOLID WASTE PERMIT FOR EVERGREEN RECYCLING; CONSIDER APPOINTMENT OF EDC MEMBER; CONSIDER RESOLUTION 09-04-01 APPOINTING JOHN LARSON AS EMERITUS HPC MEMBER; APPROVAL OF CLAIMS & PAYROLL; CORRESPONDENCE. MOTION CARRIED UNANIMOUSLY.

**APPROVAL OF MINUTES OF PREVIOUS COUNCIL MEETINGS**

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE MINUTES OF THE TAYLORS FALLS CITY COUNCIL MEETINGS HELD ON MARCH 9, MARCH 11 WORKSHOP AND MARCH 23, 2009.

**COMMISSION, BOARD OR COMMITTEE MINUTES/REPORTS**

**LIBRARY BOARD**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MINUTES OF THE TAYLORS FALLS LIBRARY BOARD MEETING HELD ON MARCH 25, 2009.

**ECONOMIC DEVELOPMENT COMMISSION**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MINUTES OF THE TAYLORS FALLS ECONOMIC DEVELOPMENT COMMISSION MEETING HELD ON MARCH 19, 2009.

**PARK AND RECREATION COMMISSION**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MINUTES OF THE TAYLORS FALLS PARK AND RECREATION COMMISSION MEETINGS HELD ON FEBRUARY 18 AND MARCH 18, 2009.

**PUBLIC FORUM**

None.

**STAFF REPORTS & REQUESTS**

**CITY ATTORNEY**

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

**PLANNING & ZONING DEPARTMENT**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA LARRY PHILLIPS' MARCH 2009 ZONING ADMINISTRATOR-COORDINATOR'S REPORT.

**CHISAGO COUNTY SHERIFF'S DEPARTMENT**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA CORPORAL SHANE CARROLL'S MARCH 2009 CHISAGO COUNTY SHERIFF'S DEPARTMENT REPORT.

**ADMINISTRATIVE DEPARTMENT**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MARCH 2009 FINANCIAL REPORTS PRESENTED BY CLERK-TREASURER JO EVERSON.

**STAFF REQUESTS**

None.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

**2009 INSURANCE PRESENTATION BY STEIN AGENCY**

Jim Stein, owner of Stein Insurance Agency, presented an overview of the City's insurance policies for 2009. Total premiums for the City were \$36,574.00. The City's commercial general liability coverage is \$400,000.00 per claimant, \$1,200,000.00 per occurrence with an additional umbrella limit of \$1,000,000.00 for the Building Inspector. Mr. Stein discussed well house #4 and the Cherry Hill Park Pavilion indicating they are both currently covered as under construction and that once the projects are completed they are insured and will be added to the 2009 renewal policy. Also discussed was the possibility of adding the two new LED speed display signs to City Wide various municipal property coverage. Staff to provide light and installation costs to Mr. Stein.

No action taken.

**2008 AUDIT PRESENTATION**

Brad Falteysek, Certified Public Accountant from the firm Abdo Eick & Meyers, LLP, presented the City's 2008 financial audit. The City's cash and investment balances in the General Fund increased to \$225,765, which is approximately 30% of the 2009 budgeted disbursements. Recommended fund balance should be maintained at approximately 40-50% of planned disbursements.

Overall the entire audit process went well, with four minor reportable conditions, similar to past years and similar to most cities the size of Taylors Falls; two of which have been resolved since the audit.

MOTION BY KINNUNEN/JULIK-HEINE TO ACCEPT THE TAYLORS FALLS 2008 FINANCIAL AUDIT AS PRESENTED BY BRAD FALTEYSEK FROM ABDO, EICK & MEYERS, LLP. MOTION CARRIED UNANIMOUSLY.

**CONSIDER QUOTES FOR LINING CERTAIN SEWER PIPES**

Public Works Utility Bill Neska submitted two proposals for the lining of 1,400 lineal feet of sewer pipe on Chestnut Street from First Street to Pine Street and east to Folsom Street. It was agreed to use monies from the Sewer Improvement Fund (301) to partially pay for the project.

MOTION BY TANGEN/JULIK-HEINE TO ACCEPT THE BID FROM VEIT & COMPANY, INC. FOR THE LINING OF 1,400 LINEAL FEET OF SEWER PIPE ON CHESTNUT STREET, FROM FIRST STREET TO PINE STREET AND EAST TO FOLSOM STREET, FOR A TOTAL COST OF APPROXIMATELY \$42,000, TO BE PAID FROM THE SEWER REPLACEMENT FUND (301). MOTION CARRIED UNANIMOUSLY.

**CONSIDER 2009 SIDEWALK AND CONCRETE PROJECTS**

The 2009 sidewalk and concrete projects proposed by Council Member Ross Rivard include a new 6' x 120' sidewalk north of the Community Center, removal and replacement of three 6' x 6' panels on the sidewalk in front of City Hall and the removal and replacement of approximately 70' of curb on either side of the parking lot entrance at City Hall. Giller Masonry provided the lowest proposal at \$5,500.50 for all projects.

MOTION BY JULIK-HEINE/KINNUNEN TO APPROVE THE PROPOSAL FROM GILLER MASONRY FOR THE 2009 SIDEWALK AND CONCRETE PROJECTS, IN THE AMOUNT OF \$5,500.50, WITH \$5,000.00 TO BE PAID FROM THE SIDEWALK/CONCRETE REPLACEMENT BUDGET ACCOUNT (43100-408) AND THE ADDITIONAL \$500.50 TO BE TAKEN FROM THE STREET IMPROVEMENT FUND (650). MOTION CARRIED UNANIMOUSLY.

**CONSIDER AMENDMENTS TO TF PERSONNEL POLICY**

Personnel Liaisons, Mayor Mike and John Tangen, met with City Staff several weeks ago to discuss various personnel issues. Issues discussed included Well Days, selling back vacations days and vacation hour increments. Currently an employee has the option of trading in twenty-four (24) hours of sick leave for one (1) Well Day (8 hours). It was recommended to change the ratio to twelve (12) hours of sick leave for one (1) Well Day (8 hours). The second issue is the Council's decision not to allow employees to "sell back" their remaining vacation days at year-end. The Personnel Liaisons and Staff discussed the possibility of allowing one (1) week to be carried over into the following year since the payout is not longer available. Lastly discussed was the current verbiage stating that vacation time must be taken in increments of not less than four hours. The proposed change is to allow employees to take vacation time off in one-hour increments.

MOTION BY KINNUNEN/JULIK-HEINE TO AMEND THE TAYLORS FALLS PERSONNEL POLICY AS PRESENTED, WHICH INCLUDES CHANGES IN VACATION USE/PAYOUT AND CHANGES TO THE WELL DAYS POLICY. MOTION CARRIED UNANIMOUSLY. (attached)

**CONSIDER 2009 WASTE MANAGEMENT PERMIT FOR EVERGREEN RECYCLING**

THE CITY COUNCIL APPROVED BY CONSENT AGENDA A ONE DAY SOLID WASTE PERMIT FOR SATURDAY, MAY 2, 2009, TO EVERGREEN RECYCLING, INC., WAIVING THE \$150.00 FEE SINCE HE IS PROVIDING A SERVICE TO THE CITY RESIDENTS. IF EVERGREEN CONTINUES TO RECEIVE BUSINESS AS A RESULT OF THE CLEAN-UP DAY, HE WILL BE REQUIRED TO PAY THE \$150.00 ANNUAL LICENSE FEE.

**CONSIDER APPOINTMENT TO EDC**

THE CITY COUNCIL APPOINTED BY CONSENT AGENDA GERALD PLATZER AS AN ECONOMIC DEVELOPMENT COMMISSION MEMBER FILLING A CURRENT VACANT POSITION WHOS TERM SHALL EXPIRE DECEMBER 31, 2009.

**CONSIDER TEMPORARY BEER LICENSE FOR ALMELUND LIONS CLUB - TF FIRE RELIEF ASSOCIATION SMELT FRY & WANNIGAN DAYS PULL ACROSS THE ST. CROIX RIVER**

THE CITY COUNCIL APPROVED BY CONSENT AGENDA A TEMPORARY 3.2 BEER ON-SALE LICENSE TO THE ALMELUND LIONS CLUB TO SELL BEER AT THE TAYLORS FALLS FIRE RELIEF ASSOCIATION'S ANNUAL APRIL 25, 2009 SMELT FRY TO BE HELD AT THE FIRE HALL, 637 FIRST STREET IN TAYLORS FALLS.

AND TO FURTHER APPROVE A TEMPORARY 3.2 BEER ON-SALE LICENSE AT THE TAYLORS FALLS LIONS CLUB ANNUAL TUG-O-WAR ACROSS THE ST. CROIX RIVER ON JULY 18, 2009, TO BE HELD AT THE TAYLORS FALLS LIONS PARKS ON COUNTY ROAD 16.

**CONSIDER RESOLUTION 09-04-01 APPOINTING JOHN LARSON AS ERMITUS HPC MEMBER**

THE CITY COUNCIL ADOPTED BY CONSENT AGENDA RESOLUTION 09-04-01 APPOINTING JOHN LARSON AS AN EMERITUS HERITAGE PRESERVATION COMMISSION MEMBER. (attached)

**APPROVAL OF CLAIMS & PAYROLL**

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE PAYMENT OF CHECK NUMBERS 22366-

22408 IN THE AMOUNT OF \$56,405.93 FOR CLAIMS AND CHECK NUMBERS 5482-5492 IN THE AMOUNT OF \$13,008.58 FOR MARCH PAYROLL, AND ADDITIONAL BILLS TOTTALLING \$3,636.21.

#### **LIAISON OR COUNCIL MEMBER REPORTS**

**Zara Kinnunen** reported that the Economic Development Commission now has a full roster.

**Ross Rivard** reported that the Planning Commission will not be meeting in April and that he and Council Member Julik-Heine met with the Public Works Department to discuss sewer issues and manhole inventory.

**John Tangen** reported that the Heritage Preservation Commission will be conducting a Public Hearing to consider the designation of 431 Bench Street, home of Brian Pigott and will soon be appointing an additional member to the HPC.

Tangen also reported that the Fire Department has been busy with fires and informed Council of the burning ban currently in place.

**Larry Julik-Heine** reported that the Public Works employees will be rodding sewers for the next two weeks and that he and Zoning Administrator-Coordinator Larry Phillips continue to seek quotes to replace the vandalized plaque at the Heritage Overlook Park.

**Mayor Mike Buchite** reported that discussions continue with Xcel Energy and the City of St. Croix Falls and that there may be a need to call a special meeting to update the Council on possible contractual agreement amendments.

Buchite also reminded the Council of the Board of Review meeting scheduled for April 22, 2009.

#### **CORRESPONDENCE**

THE CITY COUNCIL ACKNOWLEDGED THE CORRESPONDENCE RECEIVED IN THE APRIL 13, 2009 COUNCIL PACKET:

1. INVITATION TO PROTECTING THE ST. CROIX RIVER BASIN CONFERENCE
2. REDEVELOPMENT GRANT PROGRAM DENIAL LETTER
3. MRWA TRAINING IN TAYLORS FALLS
4. MPCA CONFERENCE NOTICE
5. MDH REMINDER TO SEND CONSUMER CONFIDENCE REPORT
6. LMC FRIDAY FAXES
7. STAFF CORRESPONDENCE & EMAIL'S

#### **ADJOURNMENT**

MOTION BY JULIK-HEINE/KINNUNEN TO ADJOURN THE MEETING OF THE APRIL 13, 2009 TAYLORS FALLS CITY COUNCIL. MOTION CARRIED UNANIMOUSLY.

Being no further business to come before the Council, the Meeting adjourned at 7:46 p.m.

---

Michael D. Buchite, Mayor

---

Jayna Yeske, Deputy Clerk-Treasurer

**APPROVED: MAY 11, 2009**