

**TAYLORS FALLS CITY COUNCIL MEETING
COUNCIL CHAMBERS
MONDAY, APRIL 14, 2008 – 6:30 P.M.**

MINUTES

The Agenda for this Meeting was posted Wednesday, April 9, 2008 at City Hall. The agenda was also posted at the Post Office and on City's web site. Copies were e-mailed to residents requesting such, and the Press was notified.

The continued Board of Appeals meeting was called to order at 6:30, with the regular Council Meeting beginning at that meeting's adjournment.

The Taylors Falls City Council began their regular meeting on Monday, April 14, 2008 at 6:40 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 6:40 p.m. by Mayor Mike Buchite.

ROLL CALL

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

MEMBERS ABSENT: None

OTHERS PRESENT: Clerk-Treasurer Jo Everson, Public Works Street Worker Eric Garner, Public Works Utility Worker Bill Neska, Zoning Administrator-Coordinator Larry Phillips, Don Lawrence, Joe Stein, Brad Falteysek, and Bob Porter from the Chisago County Press

ADOPTION OF AGENDA

The Agenda was amended to include under New Business: **Consider 2008 Shafer Township Fire Contract.**

MOTION BY TANGEN/KINNUNEN TO APPROVE THE AGENDA AS AMENDED FOR THE APRIL 14, 2008 TAYLORS FALLS CITY COUNCIL MEETING. MOTION CARRIED UNANIMOUSLY.

ADOPTION OF CONSENT AGENDA

MOTION BY JULIK-HEINE/RIVARD TO APPROVE/ACCEPT THE FOLLOWING CONSENT AGENDA ITEMS: MINUTES OF PREVIOUS CITY COUNCIL MEETINGS; COMMISSION, BOARD OR COMMITTEE MINUTES/REPORTS; STAFF REPORTS; CONSIDER LIQUOR LICENSE REFUND TO BORDER BAR & GRILL; CONSIDER TEMPORARY ON-SALE BEER LICENSE TO ALMELUND LION'S CLUB FOR TF SMELT FRY; CONSIDER CONTRACT WITH MCCOMBS FRANK ROOS FOR PLANNING SERVICES; 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 10 AND MARCH 24, 2008.

PUBLIC FORUM

Clarence Nelson submitted a written document to be entered into the record regarding the agenda item to **Amend the TF Comprehensive Plan.** (attached)

REPORT ON PREVIOUS PUBLIC FORUM REQUESTS

None.

STAFF REPORTS & REQUESTS

CHISAGO COUNTY SHERIFF'S DEPARTMENT

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA CORPORAL SHANE CARROLL'S MARCH 2008 CHISAGO COUNTY SHERIFF'S DEPARTMENT REPORT.

ADMINISTRATIVE DEPARTMENT

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MARCH 2008 FINANCIAL REPORTS PRESENTED BY CLERK-TREASURER JO EVERSON.

CITY ATTORNEY

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

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 FEBRUARY 27 AND MARCH 26, 2008.

ECONOMIC DEVELOPMENT COMMISSION

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MINUTES OF THE TAYLORS FALLS ECONOMIC DEVELOPMENT COMMISSION MEETING HELD ON MARCH 20, 2008.

PLANNING COMMISSION

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MINUTES OF THE TAYLORS FALLS PLANNING COMMISSION MEETINGS HELD ON MARCH 3 AND MARCH 17, 2008.

STAFF REPORTS & REQUESTS

PUBLIC WORKS DEPARTMENT

Consider Skidsteer Rotation. MOTION BY RIVARD/JULIK-HEINE TO AUTHORIZE THE ANNUAL TRADE-IN AND ROTATION OF THE 2007 SKIDSTEER FROM BARIBEAU IMPLEMENT FOR A 2008 L170B115 SKIDSTEER, AT A COST OF \$500.00, TO BE PAID FROM THE PUBLIC WORKS LEASE BUDGET ACCOUNT (43100-416). MOTION CARRIED UNANIMOUSLY.

Consider Tree Removal Proposal. Following inspection of several trees within the City's right-of-way, Public Works Street Worker Eric Garner recommended six trees be removed on Maple and River Streets at a cost of \$3,475.00 (+ tax). However, the 2008 budget for this work is only \$3,000.00. Discussion was held as to where the remaining monies would be paid from.

MOTION BY JULIK-HEINE/KINNUNEN TO AUTHORIZE THE SIX TREE REMOVALS AS PROPOSED BY ARBOR DESIGN TREE SERVICE, INC. AT A COST OF \$3,475.00 (+TAX), TO BE PAID FROM THE TREE REMOVAL BUDGET ACCOUNT (43100-545) AND STREET MAINTENANCE BUDGET ACCOUNT (43100-224). MOTION CARRIED UNANIMOUSLY.

Consider Purchase of Autodialer for Lift Stations. According to Public Works Utility Worker Bill Neska, the dial-out emergency devices for Liftstations 1 and 2 are both now out of commission due to normal age and wear and tear (initially purchased in 1988). The recommendation was to purchase two Guard-It Autodialers which have four digital inputs allowing notification of a dry well, power loss, pump failure or high level in the wet well. Discussion was held as to where the remaining monies would be paid from since there is only \$1,000.00 in the budget for new equipment.

MOTION BY KINNUNEN/JULIK-HEINE TO AUTHORIZE THE PURCHASE OF TWO GUARD-IT AUTODIALERS AT A COST OF \$1,030.00 EACH FROM RACO MANUFACTURING & ENGINEERING CO., INC., TO BE PAID FROM THE SEWER FUND NEW EQUIPMENT BUDGET ACCOUNT (602-580) AND SEWER FUND CASH RESERVES. MOTION CARRIED UNANIMOUSLY.

Consider Sewer Pipe Lining Proposal. Two proposals were reviewed for waste water pipe rehab (lining) of 1,335' of 8" sewer pipe from Folsom Street at Maple Street to West Street and from there to Oak Street at West Street. Three manholes are also proposed to be lined. There was discussion as to how to fully fund this project, since it exceeds the budget for capital improvements in the Sewer Fund. It was agreed to use monies from the Sewer Improvement Fund (301) to partially pay for the project.

MOTION BY JULIK-HEINE/RIVARD TO ACCEPT THE QUOTE FROM LAMETTI AND SONS FOR THE SEWER REHABILITATION OF 1,335 LINEAL FEET OF 8" CURED-IN-PLACE-PIPE AT A COST OF \$34,710.00, TO BE PAID FROM THE SEWER FUND CAPITAL PROJECTS BUDGET ACCOUNT (602-500) AND THE SEWER REPLACEMENT FUND CAPITAL PROJECTS BUDGET ACCOUNT (301-500). MOTION CARRIED UNANIMOUSLY.

MOTION BY TANGEN/RIVARD TO ACCEPT THE PROPOSAL FROM VISU-SEWER CLEAN & SEAL, INC. FOR THE LINING OF THREE MANHOLES WITH STRONG SEAL AT A COST OF \$5,440.00, TO BE PAID FROM THE SEWER REPLACEMENT FUND CAPITAL PROJECTS BUDGET ACCOUNT (301-500). MOTION CARRIED UNANIMOUSLY.

FIRE DEPARTMENT

Consider Purchase of New Tires for Grass Rig. The Fire Department requested authorization to replace the tires on their 1985 Chevrolet C500 grass rig with much larger tires in order to eliminate getting stuck whenever the rig is used off-road. The purchase exceeds the \$1,000.00 limit without prior Council approval.

MOTION BY TANGEN/KINNUNEN TO AUTHORIZE THE TAYLORS FALLS FIRE DEPARTMENT TO PURCHASE FOUR TIRES AND RIMS FROM DISCOUNT TIRE AT A COST OF \$1,138.00, TO BE PAID FROM THE FIRE DEPARTMENT NEW EQUIPMENT BUDGET ACCOUNT (42260-580). MOTION CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS

None.

NEW BUSINESS

PRESENTATION OF 2007 FINANCIAL AUDIT

Brad Falteysek, Certified Public Accountant from the firm Abdo Eick & Meyers, LLP, presented the City's 2007 financial audit. There were several new reporting requirements implemented during this audit, which were identified in the report. Falteysek suggested that several of the City's Funds act as "savings accounts", and need not be separated from other monies. The City's cash and investment balances in the General Fund increased to \$223,182, which is approximately 30% of the 2008 budgeted disbursements. Recommended fund balance should be maintained at approximately 50% of planned disbursements.

Because the City received federal funding and expenditures exceeding \$500,000, two additional audit procedures were required. A Single Audit, required by *Government Auditing Standards and OMB Circular A-133* was performed. Additionally, the Enterprise Funds were required to be reported on an Accrual Basis rather than a Cash Basis which the City has used for several years. Overall the entire audit process went well, with two minor reportable conditions, similar to past years and similar to most cities the size of Taylors Falls.

MOTION BY JULIK-HEINE/KINNUNEN TO ACCEPT THE TAYLORS FALLS 2007 FINANCIAL AUDIT AS PRESENTED BY BRAD FALTEYSEK FROM ABDO EICK & MEYERS, LLP. MOTION CARRIED UNANIMOUSLY.

CONSIDER TF ELEMENTARY SCHOOL REQUEST TO PAINT CROSS WALK

Principal Joe Thimm contacted Mayor Buchite requesting the City paint a cross walk on West Street from the Church Parking Lot to the new sidewalk in front of the Elementary school. Thimm explained that many parents and teachers park in the parking lot, and a cross walk would make it more safe for

those who cross West Street. Garner reported that he had received a letter from the school stating that children would no longer be allowed to be dropped off in front of the school, but instead would need to go to the Church Parking Lot and use the new cross walk. Mayor Buchite, and the Council, expressed concern with this new information, and wanted clarification from Principal Thimm. If, in fact, children would be using the cross walk, there would need to be additional safety measures in place.

MOTION BY JULIK-HEINE/KINNUNEN TO TABLE THE REQUEST TO PAINT A CROSS WALK ON WEST STREET UNTIL SUCH TIME THE MAYOR HAS CLARIFIED WHO IS TO USE THE CROSS WALK AND WHAT ADDITIONAL SAFETY MEASURES WOULD BE NEEDED/USED. MOTION CARRIED UNANIMOUSLY.

CONSIDER LIQUOR LICENSE REFUND TO BORDER BAR & GRILL

Kevin Irwin, former owner of Smitty's Border Bar 'N' Grill, has submitted a letter of request to refund the pro-rated unused portion of his 2008 liquor license.

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE REFUND OF \$1,612.53 FROM THE 2008 LIQUOR LICENSE REFUND PAID BY KEVIN IRWIN, STACIAPINK INVESTMENTS, INC., FORMER OWNER OF SMITTY'S BORDER BAR & GRILL.

CONSIDER TEMPORARY ON-SALE BEER LICENSE TO ALMELUND LION'S CLUB

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 26, 2008 SMELT FRY, TO BE HELD AT THE FIRE HALL, 637 FIRST STREET IN TAYLORS FALLS, CONTINGENT UPON RECEIPT OF A CERTIFICATE OF INSURANCE AND SIGNING OF THE INDEMNIFICATION AGREEMENT.

CONSIDER CONTRACT WITH MCCOMBS FRANK ROOS ASSOCIATES, INC.

THE CITY COUNCIL APPROVED BY CONENT AGENDA THE AGREEMENT WITH MCCOMBS FRANK ROOS ASSOCIATES, INC. TO PROVIDE PROFESSIONAL CITY PLANNING AND OTHER RELATED SERVICES ON AN AS-NEEDED BASIS AS SPECIFIED IN THE PROPOSED AGREEMENT.

CONSIDER PLANNING COMMISSION RECOMMENDATION TO AMEND TF COMPREHENSIVE PLAN

» **FUTURE LAND USE MAP**

Larry Phillips, Zoning Administrator-Coordinator, presented the recommendation from the Planning Commission to amend the proposed Future Land Use Map for the Comprehensive Plan. On April 7, 2008 the Planning Commission held a public hearing on the proposed amendment to the map, which makes the Future Land Use Zones: Countryside Zone, Near Countryside Zone, River Zone, and Small Town Zone contiguous with parcel lines and not bisecting parcels. Therefore, the proposed map is clearer on the intended future land use of specific properties. This will better enable the City to make important land use decisions such as considering rezones and plat review applications. The proposed map is not making a drastic change in the boundary of the Future Land Use Zones; it is merely clarifying the boundaries of the Future Land Use Zones.

MOTION BY RIVARD/TANGEN TO ADOPT RESOLUTION 08-04-01, A RESOLUTION AMENDING THE TAYLORS FALLS COMPREHENSIVE PLAN BY INCLUDING THE REVISED FUTURE LAND USE MAP. MOTION CARRIED UNANIMOUSLY. (attached)

» **PARKS & TRAILS MASTER PLAN**

Recently approximately 160 acres of land were annexed into the City of Taylors Falls. Therefore, the Park and Recreation Commission saw the need to amend the Parks and Trails Master Plan to include provisions for parks and trails for this land. At the same time, there were other areas of the City that needed adjustments with regard to future parks and trails. The Park and Recreation Commission recommended these changes to the Planning Commission to consider at the Public Hearing to amend the Comprehensive Plan (of which the Parks and Trails Master Plan is an appendix).

MOTION BY JULIK-HEINE/KINNUNEN TO ADOPT RESOLUTION 08-04-02, A RESOLUTION AMENDING THE TAYLORS FALLS PARKS AND TRAILS MASTER PLAN, WHICH IS INCLUDED IN THE TAYLORS FALLS COMPREHENSIVE PLAN. MOTION CARRIED UNANIMOUSLY. (attached)

CONSIDER 2008 SHAFER TOWNSHIP FIRE CONTRACT

Council Member John Tangen has been negotiating the 2008 Fire Contract with the members of the Board for Shafer Township. They have agreed to a 3% increase, bringing the contract to \$11,986.00. The estimated market value of each section serviced by the surrounding Fire Departments was considered when agreeing to the minimal increase for the Township.

MOTION BY TANGEN/KINNUNEN TO APPROVE THE 2008 FIRE CONTRACT BY AND BETWEEN THE CITY OF TAYLORS FALLS AND SHAFER TOWNSHIP. IT WAS FURTHER MOVED TO AUTHORIZE THE MAYOR AND CLERK-TREASURER'S SIGNATURES ON SAID CONTRACT. MOTION CARRIED UNANIMOUSLY.

APPROVAL OF CLAIMS & PAYROLL

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE PAYMENT OF CHECK NUMBERS 5249 - 21497 TOTALING \$132,569.03 FOR MARCH PAYROLL AND DISBURSEMENTS, AND CHECK NUMBER 5264 -21554, TOTALING \$95,027.97 FOR APRIL PAYROLL AND DISBURSEMENTS (TO DATE).

CORRESPONDENCE

THE CITY COUNCIL ACKNOWLEDGED BY CONSENT AGENDA CORRESPONDENCE RECEIVED IN THE APRIL 14, 2008 COUNCIL PACKET:

1. INVITATION TO QUARTERLY MEETING OF THE EAST CENTRAL REGIONAL DEVELOPMENT COMMISSION
2. LETTER FROM MnDNR, RE: NON-MOTORIZED TRAIL
3. THANK YOU FROM INITIATIVE FOUNDATION
4. LMC FRIDAY FAXES
5. STAFF CORRESPONDENCE & EMAIL'S

LIAISON OR COUNCIL MEMBER REPORTS

Mayor Mike Buchite reported that he and Vice-Mayor Rivard would be attending another meeting with MnDOT to continue negotiations on the details of that project.

Zara Kinnunen stated that the Heritage Preservation Commission would soon be submitting their recommendation to the Council since the public hearing was held April 8th to consider the designation of the Angel Hill District as a Local Heritage Preservation District.

Larry Julik-Heine reported that the Park & Rec Commission is moving forward on the Cherry Hill Park Plans.

ADJOURNMENT

MOTION BY TANGEN/JULIK-HEINE TO ADJOURN THE MEETING OF THE APRIL 14, 2008 TAYLORS FALLS CITY COUNCIL. MOTION CARRIED UNANIMOUSLY.

Being no further business to come before the Council, the Meeting adjourned at 8:04 p.m.

Michael D. Buchite, Mayor

Jo Everson, Clerk-Treasurer

APPROVED: MAY 12, 2008