

**TAYLORS FALLS CITY COUNCIL MEETING  
COUNCIL CHAMBERS  
MONDAY, NOVEMBER 22, 2010 – 6:30 P.M.**

**MINUTES**

The Agenda for this Meeting was posted Wednesday, November 17, 2010, at City Hall, the Post Office and on the City's Web Site and then reposted on November 18, 2010 at 7:00 a.m. 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 22, 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: Zoning Administrator-Coordinator Larry Phillips

**ANNOUNCEMENT**

The Mayor stated the Council would enter into closed session for the purpose of an annual performance review of Zoning Administrator-Coordinator Larry Phillips. A secretary from the Council would have to be appointed to take minutes of the closed meeting.

**CLOSED MEETING**

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

MOTION BY KINNUNEN/JULIK-HEINE TO CLOSE THE MEETING TO THE PUBLIC IN ORDER TO CONDUCT THE PERFORMANCE EVALUATION OF ZONING ADMINISTRATOR-COORDINATOR LARRY PHILLIPS. 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: Zoning Administrator-Coordinator Larry Phillips

**SUMMARY OF CLOSED MEETING**

The Mayor declared the Council evaluated the job performance of Zoning Administrator-Coordinator Larry Phillips 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, November 22, 2010 at 6:50 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: Zoning Administrator-Coordinator Larry Phillips, Tammie Milberg from the Inter-County Leader, Eric Vargo from the Chisago County Press, and Mary Murphy.

### **ADOPTION OF AGENDA**

The Agenda was amended to add #9 under Consent Agenda: **Consider Pay Request #9 for PW Building Addition Project**, #10 under Consent Agenda: **Consider Pay Request #4A for the Salt/Sand Storage Building Project**, and #11 under New Business: **Consider Authorizing Repairs on Fire Truck Unit #1**.

MOTION BY KINNUNEN/JULIK-HEINE TO APPROVE THE AGENDA, AS AMENDED, FOR THE NOVEMBER 22, 2010 COUNCIL MEETING. MOTION CARRIED UNANIMOUSLY.

### **ADOPTION OF CONSENT AGENDA**

MOTION BY TANGEN/RIVARD TO APPROVE/ACCEPT THE FOLLOWING CONSENT AGENDA ITEMS: CONSIDER 2011 LIQUOR & CIGARETTE LICENSES; CONSIDER RESOLUTION 10-11-04 ADOPTING 2010 SPECIAL CHARGES, CONSIDER PAY REQUEST 7 & 8, PW BUILDING PROJECT; APPROVE PAYMENT TO COMPETITIVE EDGE PRODUCTS, INC. FOR CC TABLES; CONSIDER PAY REQUEST #9 FOR PW BUILDING ADDITION PROJECT; CONSIDER PAY REQUEST #4A FOR THE SALT/SAND STORAGE BUILDING PROJECT; CORRESPONDENCE. MOTION CARRIED UNANIMOUSLY.

### **PUBLIC FORUM**

None.

### **STAFF REQUESTS**

None.

### **UNFINISHED BUSINESS**

#### **CONSIDER REPORT OF THE TF CERT COMMITTEE/TASK FORCE**

At the November 8, 2010 City Council meeting the CERT (**C**ommunity **E**mergency **R**esponse **T**eam) Task Force representatives presented the proposed Procedure Manual, Volunteer Enrollment Form, Level of Participation Selection Form, Criminal Background Check Consent Form, and CERT Volunteer Request Form. The report was tabled until a future meeting.

The Council discussed the following questions regarding CERT:

1. Should an individual receive training and then train the other CERT members?
2. Who interviews CERT members?
3. Will there be a CERT board/committee to oversee the activities of CERT? How many people would be on the board/committee (the number 3 was suggested)?
4. Who would be in charge of overseeing community service?

The Council agreed they would be in favor of holding a workshop with the CERT Taskforce to answer these questions, if necessary.

MOTION BY KINNUNEN/JULIK-HEINE TO TABLE THE REPORT OF THE TAYLORS FALLS COMMUNITY EMERGENCY RESPONSE TEAM TASK FORCE UNTIL THEY CAN RESPOND TO THESE QUESTIONS OR WHEN A WORKSHOP COULD BE HELD TO ANSWER THE QUESTIONS. MOTION CARRIED UNANIMOUSLY.

### **NEW BUSINESS**

#### **CONSIDER RESOLUTION 10-11-05, A RESOLUTION RELATING TO TIF DISTRICT 1-3**

Since the MN DOT Relocation and Redevelopment Project is nearing the point where MN DOT will be relocated the replacement facilities at City Hall, it is time to consider what should be done with the money in TIF District 1-3 Fund. Clerk-Treasurer Jo Everson has been working with the City Financial Consultants, Ehlers and Associates, to recapture as much available money as possible in the fund. Resolution 10-11-05 transfers \$35,121.00 plus accrued and unpaid interest from the Tax Increment Financing District 1-3 Fund to the General Fund. Interest is estimated to be \$21,745.00, therefore an estimated \$56,866.00 would be transferred to the General Fund.

Mayor Buchite explained the Resolution does not close the District and there would be a need to designate a use for these dollars at a future meeting.

MOTION BY KINNUNEN/JULIK-HEINE TO ADOPT RESOLUTION 10-11-05, A RESOLUTION RELATING TO TAX INCREMENT FINANCING DISTRICT NUMBER 1-3, AS AMENDED (ATTACHED). MOTION CARRIED UNANIMOUSLY.

**CONSIDER COMMENTS ON HPC LETTER TO DESIGNATED PROPERTY OWNERS**

A letter from the HPC (attached) was presented. The letter refers to a list of contractors who work with historic properties. City Staff was concerned because the letter didn't contain language stating that the City does not endorse any specific contractor.

Tangen would bring the letter back to the HPC after authorization by the Council.

MOTION BY JULIK-HEINE/KINNUNEN TO AUTHORIZE THE LETTER CONTINGENTLY UPON LANGUAGE ADDED STATING THAT THE CITY DOES NOT ENDORSE ANY SPECIFIC CONTRACTOR. MOTION CARRIED UNANIMOUSLY.

**CONSIDER REFINISHING THE FLOORS AT THE COMMUNITY CENTER**

The agreement with Sheryl Keller who holds the clogging classes at the Taylors Falls Memorial Community Center is that when the hardwood floors were refinished she would pay for half the expense because clogging is hard on the floors. At this time the floors were in need of refinishing. Three bids were received for the work; Northern Hardwood Floors was the lowest at \$2,550.00.

Rivard stated it may be beneficial if the cloggers could rotate around the floor so it would wear more evenly.

MOTION BY RIVARD/JULIK-HEINE TO AWARD THE BID TO NORTHERN HARDWOOD FLOORS TO REFINISH THE FLOORS AT THE TAYLORS FALLS MEMORIAL COMMUNITY CENTER AT A COST OF \$2,550.00, AKNOWLDGEING THAT SHERYL KELLER WILL REIMBURSE THE CITY \$1,275.00 FOR THE WORK. FUNDS TO BE PAID FROM THE COMMUNITY CENTER FUND (350). MOTION CARRIED UNANIMOUSLY.

**CONSIDER AGREEMENT WITH CHISAGO COUNTY FOR THE STATEWIDE HEALTH IMPROVEMENT PROGRAM**

The Walkable Community Workshop will offer a practical, community-based strategy to increase physical activity by engaging community members in developing and implementing walkable community action plans. The program includes: \$500 for a walkability workshop, \$1,500 for drafting an action plan, and \$3,000 to pay for items outlined in the action plan by June 1, 2011.

Chisago County administers the money and sent the agreement to the City, which was a surprise because the City did not formally apply for the program.

Community members that were identified to participate in the walkability workshop were the members of the River Walk Subcommittee and Trail Project Management Team who are working on the trail from downtown to Cherry Hill Park. This workshop will be held on December 7<sup>th</sup>.

MOTION BY TANGEN/JULIK-HEINE TO ACCEPT THE LETTER OF AGREEMENT BETWEEN CHISAGO COUNTY HEALTH AND HUMAN SERVICES AND THE CITY OF TAYLORS FALLS AND TO AUTHORIZE MAYOR BUCHITE TO SIGN SAID AGREEMENT. MOTION CARRIED UNANIMOUSLY.

**CONSIDER AUTHORIZING REPAIRS ON FIRE TRUCK UNIT #1**

Tangen reported that the pump packing in Fire Truck Unit #1 is leaking and needs repairs. Chief Rivard received an estimate from Foreman Fire to repair Unit #1 at a cost of \$2,200. The truck will be out of service for two days while being fixed.

MOTION BY KINNUNEN/JULIK-HEINE TO AUTHORIZE FOREMAN FIRE TO REPAIR THE PUMP PAKCING IN UNIT #1 IN AN AMOUNT NOT TO EXCEED \$2,200. FUNDS TO BE PAID FROM THE FIRE AND RESCUE DEPARTMENT REPAIRS/MAINTENANCE EQUIPMENT FUND (42260-404). MOTION CARRIED UNANIMOUSLY.

**CONSIDER 2011 LIQUOR & CIGARETTE LICENSES**

THE CITY COUNCIL APPROVED BY CONSENT AGENA THE ISSUANCE OF 2011 LIQUOR AND CIGARETTE LICENSES, CONDITIONAL UPON RECEIPT OF AMENDED CERTIFICATES OF INSURANCE, TO THE FOLLOWING:

Adium Oil Company, Inc.  
DBA: Petro Plus #108 at 341 Bench Street  
Off-Sale Liquor License  
Cigarette License

Halverson Investment, Inc.  
DBA: Tangled Up in Blue at 425 Bench Street  
On-Sale Wine License  
On-Sale Strong Beer License

DDMCVI, LLC  
DBA: Romyne's on Main at 391 Bench Street  
On-Sale Liquor License  
Off-Sale Liquor License  
On-Sale Sunday License

Mike's General Store at 184 First Street  
Nichole DeConcini  
Cigarette License

Larry R. Schmidt  
DBA: Border Bar & Grill at 367 Bench Street  
On-Sale Liquor License  
Off-Sale Liquor License  
On-Sale Sunday License

MOTION CARRIED UNANIMOUSLY.

**CONSIDER RESOLUTION 10-11-04 ADOPTING 2010 SPECIAL CHARGES**

THE CITY COUNCIL ADOPTED BY CONSENT AGENDA RESOLUTION 10-11-04 (ATTACHED) ADOPTING SPECIAL CHARGES FOR THE TAX YEAR 2010 TO BE COLLECTED IN 2011. MOTION CARRIED UNANIMOUSLY.

**CONSIDER PAY REQUESTS 7 & 8, PW BUILDING PROJECT**

THE CITY COUNCIL AUTHORIZED BY CONSENT AGENDA PAYMENT OF PAY REQUEST #7 FOR THE PUBLIC WORKS BUILDING ADDITION PROJECT TO OLSON'S HEATING AND AIR CONDITIONING IN THE AMOUNT OF \$725.00 FOR REMOVAL AND REINSTALLATION OF THE EXISTING RADIANT HEATER. FUNDS ARE TO BE TAKEN FROM THE PW BUILDING FUND (505-50504) ACKNOWLEDGING \$415.00 IS TO BE TAKEN FROM THE PROJECT CONTINGENCY. MOTION CARRIED UNANIMOUSLY.

THE CITY COUNCIL AUTHORIZED BY CONSENT AGENDA PAYMENT OF PAY REQUEST #8 FOR THE PUBLIC WORKS BUILDING ADDITION PROJECT TO GREG GAUTCH IN THE AMOUNT OF \$3,540.64 FOR LABOR FOR LINING THE INTERIOR OF THE ADDITION WITH METAL. FUNDS ARE TO BE TAKEN FROM THE PW BUILDING FUND (505-50504). MOTION CARRIED UNANIMOUSLY.

**APPROVE PAYMENT TO COMPETITIVE EDGE PRODUCTS, INC. FOR CC TABLES**

THE CITY COUNCIL AUTHORIZED BY CONSENT AGENDA PAYMENT OF \$2,379.96 TO COMPETITIVE EDGE PRODUCTS, INC. FOR THE PURCHASE OF TABLES AND TABLE CARTS TO BE USED AT THE MEMORIAL COMMUNITY CENTER, TO BE PAID FROM THE COMMUNITY CENTER FUND (350).

**LIAISON OR COUNCIL MEMBER REPORTS**

**Mayor Mike Buchite** would like to send condolences from the City Council to Jim and Debra Stein for the loss of their son.

Buchite stated he received an email from the EDC Chair saying the EDC would like to stop using a Council Liaison. The email will be sent to the City Attorney for review and comment.

**Rivard** explained once the general contractor finishes the metal siding and concrete bollard the salt/sand storage building will be complete. The Public Works Building Addition is almost complete as well.

**Tangen** met with Fire Chief Rivard to discuss the power surges on October 26<sup>th</sup>. The Department is checking all equipment for damage. The HPC continues to find and nominate properties has heritage preservation sites.

**Julik-Heine** reported that at the last meeting the PRC discussed the River Walk Subcommittee and the progress at Cherry Hill Park.

**Kinnunen** reported she has not been able to attend EDC meetings due to their meeting time conflicting with her schedule. Her home would be open for the upcoming Lighting Festival.

**CORRESPONDENCE**

THE CITY COUNCIL ACKNOWLEDGED BY CONSENT AGENDA THE FOLLOWING CORRESPONDENCE PROVIDED IN THE NOVEMBER 22, 2010 CITY COUNCIL MEETING PACKET:

1. CORRESPONDENCE FROM MN DOT, RE: GUARDRAIL AT HIGHWAY 95 AND 8
2. INSURANCE INFORMATION FROM LMC
3. STAFF CORRESPONDENCE & EMAIL'S

**ADJOURNMENT**

MOTION BY JULIK-HEINE/KINNUNEN TO ADJOURN THE MEETING OF THE TAYLORS FALLS CITY COUNCIL HELD ON NOVEMBER 22, 2010. MOTION CARRIED UNANIMOUSLY.

Being no further business to come before the Council, the Meeting adjourned at 7:25 p.m.

\_\_\_\_\_  
Michael D. Buchite, Mayor

\_\_\_\_\_  
Larry Phillips, Zoning Administrator-Coordinator

\_\_\_\_\_  
John Tangen, Acting Secretary

**APPROVED:** DECEMBER 13, 2010



CITY OF TAYLORS FALLS  
637 FIRST STREET, TAYLORS FALLS MN 55084-1144

January 6, 2011

City of Taylors Falls  
*Taylors Falls Public Library*  
473 Bench Street  
Taylors Falls MN 55084

In an effort to keep you updated with information pertinent to your historic property, we are pleased to provide you with a copy of the Minnesota Historical Society's "Historic Property Damage Prevention Checklist" and "Historic Property Damage Assessment Checklist."

In conjunction with this, we are also assembling a list of contractors who work with historic properties. If you have worked with any contractors that you would recommend to be added to this list, please let us know.

The City does not endorse any specific contractor(s).

If you have questions feel free to contact any member of the Heritage Preservation Commission.

Sincerely,

Barbara Nelson, Chair  
Taylors Falls Heritage Preservation Commission



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**RESOLUTION 10-11-04**

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

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**A RESOLUTION ADOPTING SPECIAL CHARGES  
FOR THE TAX YEAR 2010 TO BE COLLECTED IN 2011**

WHEREAS certain properties Taylors Falls have been charged specific fees for various purposes; and

WHEREAS there currently remains unpaid balances due the City; and

WHEREAS the means of collecting these debt are provided by the Taylors Falls Code of Ordinances Section 502 Assessable Current Services and under Minnesota Statute §429.101;

SO THEREFORE BE IT RESOLVED by the Taylors Falls City Council that it hereby adopts the following list of unpaid 2010 Special Charges to be levied upon the individual properties for the tax year 2010 to be collected in 2011 along with property taxes:

<b>PID #</b>	<b>OWNER</b>	<b>CHARGE</b>	<b>PURPOSE</b>	<b>FUND</b>
R20.00078.55	Anderson, Roger & Helen	\$26.40	Stormwater Utility Fee	600
R20.00011.00	Boucher, James & Mary	\$26.00	Stormwater Utility Fee	600
R20.00016.00	Boucher, John & Nancy	\$95.70	Stormwater Utility Fee	600
R20.00020.20	Brincefield, Sandra	\$18.07	Stormwater Utility Fee	600
R20.00028.40	Caneday, John Darrel & Rebecca	\$14.45	Stormwater Utility Fee	600
R20.00081.50	Corradi, Bruce & Margaret	\$6.77	Stormwater Utility Fee	600
R20.00009.00	Dibble, Janet	\$79.13	Stormwater Utility Fee	600
R20.00078.50	Equity Bridge	\$45.38	Stormwater Utility Fee	600
R20.00064.10	Ferris, Mathew & Chris	\$13.38	Stormwater Utility Fee	600
R20.00435.00	Gustafson, John	\$6.74	Stormwater Utility Fee	600
R20.00161.00	Henderson, Don & James	\$6.53	Stormwater Utility Fee	600
R20.00010.00	Johnson/Ludwig, Lorne & Joyce	\$38.94	Stormwater Utility Fee	600
R20.00459.00	Leighton, James	\$14.96	Stormwater Utility Fee	600
R20.00064.20	Pauley, Amy	\$32.96	Stormwater Utility Fee	600
R20.00013.00	Peltier, Randy J & Debbie	\$54.32	Stormwater Utility Fee	600
R20.00446.00	Rivertown Villas, Inc.	\$6.70	Stormwater Utility Fee	600
R20.00080.00	Stein, Joe & Isabelle	\$48.02	Stormwater Utility Fee	600
R20.00040.00	Swanson, Garold & Margaret	\$67.65	Stormwater Utility Fee	600
R20.00008.10	Swenson, S A (Andy) & Geraldine	\$36.33	Stormwater Utility Fee	600



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		<b>CHARGE</b>	<b>PURPOSE</b>	<b>FUND</b>
		\$6.68	Stormwater Utility Fee	600
		\$14.39	Stormwater Utility Fee	600
R20.00406.00	Deutsche Bk Natl Trust Co	\$300.00	Weed Removal	100
R20.00406.00	Deutsche Bk Natl Trust Co	\$235.36	Delinquent W/S Bill	601/602
R20.00231.00	McGovern, David S.	\$728.08	Delinquent W/S Bill	601/602
R20.00557.00	Roberts, Susan	\$500.00	Delinquent Fire Run	407
R20.00227.00	Gould, Marlys & Olson, Todd	\$669.90	Delinquent W/S Bill	601/602
R20.00254.00	The RiverBank	\$475.51	Delinquent W/S Bill	601/602
R20.00139.00	Halverson, Jeffrey & Kathleen	\$530.18	Delinquent W/S Bill	601/602

Adopted by the City Council on November 22, 2010

\_\_\_\_\_  
Michael D. Buchite, Mayor

ATTEST:

\_\_\_\_\_  
Larry Phillips, Zoning Administrator-Coordinator



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**RESOLUTION 10-11-05**

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

**A RESOLUTION RELATING TO TAX INCREMENT FINANCING DISTRICT NUMBER 1-3**

WHEREAS the City Council of the City of Taylors Falls previously adopted several Resolutions (95-12-03 Resolution 96-08-04 and correcting Resolution 96-08-04) which authorized an interfund loan in connection with Tax Increment Financing District Number 1-3 ("TIF 1-3") and established a fund in connection therewith (the "TIF 1-3 Fund 401"); and

WHEREAS the interfund loan resolution authorized the transfer of \$35,500 from the City's Water Fund (601) to the TIF 1-3 (401) Fund to be used for the purpose of Lots 5, 6, 15 and 16, Block 19, Taylors Falls, Minnesota (the "Land"); and

WHEREAS in addition \$25,661.00 of site preparation and administrative expenses was incurred in connection with the development of the Land and was paid from a transfer of funds from the City's General Fund (101) to the TIF 1-3 Fund (401); and

WHEREAS the purchase and resale of the land occurred prior to June 30, 1997 and therefore the Land sale proceeds are not defined and or treated as tax increments under Minnesota Statute §469.174 Subd. 25(2); and

WHEREAS the land sale proceeds of \$35,121.00 was deposited in the Tax Increment Financing District 1-3 Fund (401);

SO THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TAYLORS FALLS MINNESOTA as follows:

1. Taylors Falls Resolutions 95-12-03, 96-08-04 and correcting Resolution 96-08-04, previously adopted by the City Council in connection with the acquisition and development of the Land are hereby amended to reflect a total interfund loan contribution of \$61,161.00 of which \$35,500.00 was transferred from the Water Fund (601) and \$25,661.00 was transferred from the City's General Fund into the TIF 1-3 Fund (401).
2. The Land Sale proceeds of \$35,121.00 constituting Land Sale Proceeds shall be transferred to the City's General Fund in repayment of the \$25,661.00 transferred from the City's General Fund to Tax Increment Financing District 1-3 Fund (401) plus accrued and unpaid interest and any Land sale proceeds in excess of such amount shall be transferred to the General Fund because it is not tax increment under state law.

Adopted by the City Council on this November 22, 2010

\_\_\_\_\_  
Michael D. Buchite, Mayor

ATTEST:

\_\_\_\_\_  
Larry Phillips, Zoning Administrator-Coordinator



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After speaking with Sherey from Emers & Associates, the City is entitled to be repaid from the TIF fund:

\$35,121.00, which is the land proceeds \$\$

\$10,850.00 in interest (because we have not received the \$\$ since 1996 when it was paid to the TIF fund)

\$10,895.00 in interest (for the separate \$25,661 inter-fund loan that was created to pay expenses related to the land purchase & sale)

\$56,866.00 TOTAL (there is no need to amend the resolution any further)

Because the fund will only have slightly over \$43,000 in it this year, the remaining monies become a "due to" the General Fund, payable as increments come in (about \$12,000 a year). So the City can receive the 2011 increment payments as well. We would then need to decertify the district, hopefully just in time to create a new one for the future developer for the MnDOT property.