

**TAYLORS FALLS CITY COUNCIL MEETING  
COUNCIL CHAMBERS  
MONDAY, APRIL 12, 2010 – 7:00 P.M.**

**MINUTES**

The Agenda for this Meeting was posted Wednesday, April 7, 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, April 12, 2010 at 7:00 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 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, Zara Kinnunen

MEMBERS ABSENT: Larry Julik-Heine

OTHERS PRESENT: City Clerk-Treasurer Jo Everson, Chris Eng, and Eric Vargo from the Chisago County Press

**ADOPTION OF AGENDA**

MOTION BY TANGEN/KINNUNEN TO APPROVE THE AGENDA, AS PRESENTED, FOR THE APRIL 12, 2010 TAYLORS FALLS CITY COUNCIL MEETING. MOTION CARRIED UNANIMOUSLY.

**ADOPTION OF CONSENT AGENDA**

MOTION BY KINNUNEN/RIVARD TO APPROVE/ACCEPT THE FOLLOWING CONSENT AGENDA ITEMS: MINUTES OF PREVIOUS CITY COUNCIL MEETINGS; STAFF REPORTS; COMMISSION, BOARD OR COMMITTEE MINUTES/REPORTS; CONSIDER VACATION REQUEST BY ZONING ADMINISTRATOR-COORDINATOR LARRY PHILLIPS; CONSIDER AUTHORIZATION TO SUBMIT STATE HOMELAND SECURITY PROGRAM GRANT APPLICATION; CONSIDER APPROVING TEMPORARY BEER LICENSE FOR ALMELUND LION'S CLUB; APPROVAL OF CLAIMS AND 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 8 AND MARCH 22, 2010.

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

**HERITAGE PRESERVATION COMMISSION**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MINUTES OF THE TAYLORS FALLS HERITAGE PRESERVATION COMMISSION MEETING HELD ON TUESDAY, FEBRUARY 9, 2010.

**PARK & REC COMMISSION**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MINUTES OF THE TAYLORS FALLS PARK & REC COMMISSION MEETING HELD ON WEDNESDAY, FEBRUARY 17, 2010.

**ECONOMIC DEVELOPMENT COMMISSION**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MINUTES OF THE TAYLORS FALLS ECONOMIC DEVELOPMENT COMMISSION MEETING HELD ON TUESDAY, FEBRUARY 16, 2010.

## **LIBRARY BOARD**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MINUTES OF THE TAYLORS FALLS LIBRARY BOARD MEETINGS HELD ON WEDNESDAY, FEBRUARY 24, AND WEDNESDAY, MARCH 31, 2010.

## **PUBLIC FORUM**

None.

## **STAFF REPORTS & REQUESTS**

### **ADMINISTRATIVE DEPARTMENT**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MARCH 2010 FINANCIAL REPORTS PRESENTED BY CLERK-TREASURER JO EVERSON.

### **CHISAGO COUNTY SHERIFF'S DEPARTMENT**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA CORPORAL SHANE CARROLL'S MARCH 2010 CHISAGO COUNTY SHERIFF'S DEPARTMENT REPORT.

### **ZONING & PLANNING DEPARTMENT**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MARCH 2010 ZONING REPORT PRESENTED BY ZONING ADMINISTRATOR-COORDINATOR LARRY PHILLIPS.

### **PUBLIC WORKS DEPARTMENT**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MARCH 2010 PUBLIC WORKS REPORT PRESENTED BY PUBLIC WORKS SUPERINTENDENT MIKE KRIZ.

### **CITY ATTORNEY**

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

## **STAFF REQUESTS**

**Public Works Department: Consider Sewer Lining Proposals.** Public Works Superintendent Mike Kriz submitted two proposals for the lining of 1,270 lineal feet of sewer pipe on Chestnut Street to Colby Street, Colby Street to West Street, and the portion from Basil Street to Government Street. Included would be the reconstruction of three manholes. Kriz also recommended that the Council consider including another 475 lineal feet on Folsom Street from Walnut Street to First Street, which includes another manhole relining. The total cost of the project would be \$49,875.00.

City Clerk-Treasurer Jo Everson reminded Council that it had authorized the purchase of a \$17,200.00 sewer jetter that was not budgeted for yet paid from the Sewer Fund Capital Purchases budget account, the same account the sewer lining would be paid from. Council was in agreement that the additional costs would be justifiable since there was no guarantee that these low rates would stay the same for next year, when another section of piping would be considered for re-lining.

MOTION BY TANGEN/RIVARD TO ACCEPT THE BID FROM TRENCHLESS SOLUTIONS FOR THE LINING OF APPROXIMATELY 1,745 LINEAL FEET OF SEWER PIPE ON CHESTNUT STREET TO COLBY STREET, COLBY STREET TO WEST STREET, AND THE PORTION FROM BASIL STREET TO GOVERNMENT STREET, AS WELL AS THE LINING OF FOLSOM STREET FROM WALNUT STREET TO FIRST STREET, WHICH INCLUDES THE RECONSTRUCTION OF FOUR MANHOLES, FOR A TOTAL COST OF \$49,875, TO BE PAID FROM THE SEWER REPLACEMENT FUND (301 (\$40,000) AND FROM THE SEWER FUND (602) (\$9,875). MOTION CARRIED UNANIMOUSLY.

**Planning & Zoning Department: Consider Training Requests.** MOTION BY KINNUNEN TO APPROVE THE REQUEST FROM THE PLANNING AND ZONING DEPARTMENT TO AUTHORIZE LARRY PHILLIPS, ZONING ADMINISTRATOR-COORDINATOR, TO ATTEND THE ADVANCED PLANNING & ZONING FOR PROFESSIONAL PLANNERS TRAINING ON APRIL 29<sup>TH</sup> AT THE MINNESOTA COUNTIES INTERGOVERNMENT TRUST BUILDING IN ST. PAUL, AT COST OF \$60.00, TO BE PAID FROM THE

PLANNING & ZONING TRAINING BUDGET ACCOUNT (41910-208); AND TO ATTEND THE GRANT WRITING & RESOURCE DEVELOPMENT WORKSHOP ON MAY 12<sup>TH</sup> AND 13<sup>TH</sup> AT THE HOLIDAY INN MALL OF AMERICA IN BLOOMINGTON, AT A COST OF \$100.00 ALSO TO BE PAID FROM THE PLANNING & ZONING TRAINING BUDGET ACCOUNT (41910-208). MOTION CARRIED UNANIMOUSLY.

**Consider Zoning Administrator-Coordinator Vacation Request.** THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE VACATION REQUEST BY LARRY PHILLIPS, CITY ZONING ADMINISTRATOR-COORDINATOR FOR TEN HOURS ON JUNE 1, 2010.

### **UNFINISHED BUSINESS**

None.

### **NEW BUSINESS**

#### **CONSIDER MnDOT/PUBLIC WORKS BUILDING PROJECT**

Mayor Mike Buchite updated the Council on the progress of the MnDOT/Public Works Building project. He reminded Council that on November 10, 2008, the Council awarded a bid to construct the Taylors Falls MnDOT/Public Works Building Projects to Mark Haug Construction with certain conditions. The primary issue was the additional costs associated with amendment of the soils at the MnDOT property, which in turn made the entire project cost prohibitive. On December 14, 2009 the bid was formally rejected for these reasons until a compromise could be found.

Since that time Mayor Buchite and Vice-Mayor Ross Rivard have been meeting with MnDOT, and the Chisago County HRA/EDA to find a resolution to the issues. The Mayor indicated that they had presented a new proposal with plans to the HRA/EDA Board of Directors, who indicated their support of the project. The Council reviewed these plans, including the drawings of the proposed Public Works Building Addition. The City will give up one of its existing bays, and there will be another bay addition onto the existing Public Works building (for a total of 2 bays for MnDOT). There will also be a second construction project that will include a 4 bay salt/sand storage building. Two of these bays will be MnDOT's and two will be the City's (one of which will be a cold storage bay). The cost of the projects will be approximately +\$96,426 for the building addition & +\$60,130 for the salt/sand lean-to or a total of +\$156,556.

Chris Eng, Executive Director of the Chisago County HRA/EDA, indicated that they have committed \$150,000 to the overall project. They do not intend to bond but pay cash on hand. They have requested that the City commit to paying \$5,000 a year towards the financing of the project. The City may also need to provide \$6,500 if the construction comes in at budget.

The Council also reviewed drawings of the MnDOT redevelopment site with two alternative soil amendment areas. The City does not intend to perform remedial action at this time, but rather wait until a prospective buyer is interested in the site. Once MnDOT has relocated to the new building, the City will move forward with the demolition of the building, will likely use existing TIF money to do so. Once the property has been sold, the HRA/EDA and the City would recover all their expenses without interest. However, the time frame for this is unknown. Eng reported that the County may advertise the property for sale on the MnPRO website, the MN Association of Realtors, and may consider hiring a real estate broker.

In May, the Council may consider:

1. A Lease Agreement with MnDOT
2. Make a final determination if the \$5,000 / 5 years remains a condition of the HRA/EDA funding
3. Approve final specs for building(s)
4. Call for bids for the project

The Mayor and Council expressed their appreciation to Chris Eng for his support during the past several years as the City steadily moved forward in their attempts to relocate the MnDOT building and place that commercial property back on the City's tax roll.

MOTION BY RIVARD/KINNUNEN TO SUPPORT THE TAYLORS FALLS MNDOT/PUBLIC WORKS BUILDING PROJECT AS PROPOSED, ACKNOWLEDGING THAT FINAL DETAILS FOR THE PROJECT REMAIN TO BE ARRANGED AND APPROVED BY THE CITY COUNCIL, MNDOT, AND THE CHISAGO COUNTY HRA/EDA BOARD OF DIRECTORS.

IT WAS FURTHER MOVED TO CONSENT TO THE CHISAGO COUNTY HRA/EDA'S REQUEST FOR TAYLORS FALLS TO COMMIT TO AN ANNUAL PAYMENT OF \$5,000 FOR FIVE YEARS AS ITS PORTION OF THE FINANCING OF THE PROJECT BY CHISAGO COUNTY.

MOTIONS CARRIED UNANIMOUSLY.

**CONSIDER TRAINING REQUEST BY THE MAYOR**

The Mayor has requested to attend the League of Minnesota Cities 2010 Annual Conference, "pre-conference" session. Because this is not an election year for local officials, the LMC does not hold a separate Elected Officials Conference, which is annually attended by the Mayor.

MOTION BY KINNUNEN/TANGEN TO AUTHORIZE MAYOR MIKE BUCHITE TO ATTEND THE LEAGUE OF MINNESOTA CITIES 2010 LEADERSHIP CONFERENCE FOR EXPERIENCED OFFICIALS: LEADING IN CHALLENGING TIMES, AT A COST OF \$100 TO BE PAID FROM THE COUNCIL TRAINING BUDGET ACCOUNT (4111-208), TO BE HELD AT THE ST. CLOUD CIVIC CENTER IN ST. CLOUD, MN ON WEDNESDAY, JUNE 23, 2010. MOTION CARRIED UNANIMOUSLY.

**CONSIDER C.E.R.T. PROGRAM**

The Mayor was approached by several residents to request that the City consider implementing a C.E.R.T. Program (**C**ommunity **E**mergency **R**esponse **T**eam). This concept was developed and implemented by the Los Angeles City Fire Department in 1985, and is a program that trains citizens and volunteers to respond during an emergency situation if requested by the City. These groups could provide immediate assistance therefore relieving essential personnel to do other tasks. There would be a CERT training for community groups that include:

- Session I, Disaster Preparedness
- Session II, Disaster Fire Suppression
- Session III, Disaster Medical Operations Part I
- Session IV, Disaster Medical Operations, Part II
- Session V, Light Search and Rescue Operations
- Session VI, Disaster Psychology and Team Organization
- Session VII, Course Review and Disaster Simulation

During each session participants are required to bring safety equipment (gloves, goggles, mask) and disaster supplies (bandages, flashlight, dressings) which will be used during the session. By doing this the participants are building a disaster response kit of items that they will need during a disaster.

The Mayor received confirmations of support from Jim Hahlstrom Chisago County Emergency Management Director, Todd Rivard, Chisago County Sheriff's Department, Shane Carroll, Taylors Falls Corporal in charge, and Al Rivard, Taylors Falls Fire Department.

Mayor Mike recommended that the Council consider appoint a Task Force, that would not include any Council Members, but who would recommend the number of volunteers, who the volunteers might be, the timeline for implementation of the program, and who would pay for the training costs. He also recommended that Council Member and Co-Emergency Management Director John Tangen contact City and Shafer to question their interest in perhaps creating their own CERT program, thereby enabling a cost-share opportunity for the necessary training. The Mayor finally recommended that Larry Phillips, Zoning Administrator-Coordinator contact the Taylors Falls and Almelund Lions Clubs to question their interest in the program.

MOTION BY KINNUNEN/RIVARD TO MOVE FORWARD WITH THE **COMMUNITY EMERGENCY RESPONSE TEAM PROGRAM**, RECOMMENDING EACH COUNCIL MEMBER PROVIDE ONE OR TWO NAMES OF INDIVIDUALS INTERESTED IN SERVING ON A CERT TEAM TASK FORCE.

IT WAS FURTHER MOVED TO REQUEST COUNCIL MEMBER JOHN TANGEN TO CONTACT THE CITIES OF SHAFER AND CENTER CITY TO DETERMINE THEIR INTEREST AND THE POSSIBILITY OF COST-SHARING TRAINING EXPENSES, AND TO DIRECT ZONING ADMINISTRATOR-COORDINATOR LARRY PHILLIPS TO CONTACT THE TAYLORS FALLS AND ALMELUND LIONS CLUBS TO DETERMINE THEIR INTEREST IN THE PROGRAM.

IT WAS YET FURTHER MOVED TO REVISIT THIS INFORMATION ON THE MAY 10, 2010 CITY COUNCIL MEETING AGENDA. MOTIONS CARRIED UNANIMOUSLY.

**REVIEW OF PROPOSED CHISAGO COUNTY SOCIAL HOST ORDINANCE**

The City received a Memo from Chisago County explaining that the Chisago Lakes High School SADD Chapter presented the County Board with a proposed Social Host Ordinance. This Ordinance would hold individuals (social hosts) criminally responsible for hosting or allowing an event on private or public property where persons under age 21 possess or consume alcohol, regardless of who supplied the alcohol to the minors.

Mayor Buchite and the Council indicated they were looking forward to hearing the outcome on the Chisago County Board's workshop when they discuss the proposed Ordinance. The Council also encouraged the County Board to move forward on its adoption, recommending that it be presented to our legislative representatives for possible adoption at the state level.

No action was taken.

**CONSIDER AUTHORIZATION TO SUBMIT THE STATE HOMELAND SECURITY PROGRAM GRANT APPLICATION**

The Minnesota Department of Public Safety, Division of Emergency Communication Networks is offering the FY2009 State Homeland Security Grant Program for purchase of radios to integrate with the County's FCC mandated ARMER System. This is a no match grant providing a maximum of \$40,000 to the applicant, which must be submitted electronically beginning January 15, 2010 until funds are allocated. Currently less than half of the initial \$400,000 is available.

THE CITY COUNCIL AUTHORIZED BY CONSENT AGENDA FOR LARRY PHILLIPS, ZONING ADMINISTRATOR-COORDINATOR, TO SUBMIT AN APPLICATION THE STATE HOMELAND SECURITY GRANT PROGRAM, ADMINSTERED BY THE MINNESOTA DEPARTMENT OF PUBLIC SAFETY, IN AN AMOUNT OF \$40,000 OR LESS, FOR THE PURCHASE OF 800 Mhz RADIOS TO INTEGRATE WITH THE CHISAGO COUNTY ARMER SYSTEM, ACKNOWLEDGING THAT THE GRANT MUST BE SUBMITTED ELECTRONICALLY AND DOES NOT REQUIRE THE SIGNATURE OF THE MAYOR AND CITY CLERK.

**CONSIDER APPROVING TEMPORARY BEER LICENSE FOR ALMELUND LIONS CLUB**

The Almelund Lions have provided their license and insurance for the Taylors Falls Smelt Fry and the Wannigan Days event "The Tug Across the St. Croix River".

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE ISSUANCE OF AN ON-SALE TEMPORARY BEER LICENSE TO THE ALMELUND LIONS CLUB, FOR THE MAY 1, 2010 TAYLORS FALLS RELIEF ASSOCIATION SMELT FRY AND FOR THE JULY 18, 2010 WANNIGAN DAY "TUG ACROSS THE ST. CROIX RIVER", CONDITIONAL UPON RECEIPT OF A SIGNED INDEMNITY AGREEMENT.

**APPROVAL OF CLAIMS & PAYROLL**

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE PAYMENT OF CHECK NUMBERS - 23113 - 23159 TOTALING \$71,600.12, AND CHECK NUMBERS 5719 - 5729 IN THE AMOUNT OF \$15,581.20 FOR MARCH PAYROLL.

**LIAISON OR COUNCIL MEMBER REPORTS**

**John Tangen** reported that the Heritage Preservation Commission would be holding a Public Hearing

on Tuesday to consider the Coffee Talk building, first designation of a commercial property in Taylors Falls.

**Ross Rivard** reported that the Public Works Department has begun spring sewer jetting.

**Mayor Mike Buchite** reported that he had recently spoken to Brad Foss, former Mayor of St. Croix Falls who previously introduced the concept of the Yellow Bike Program to the Council. He intends to bring his final program details to the Council in May. The Adventure Falls Mini Golf has agreed to be the bike station site in Taylors Falls, and will monitor the bike usage and necessary repairs.

The Mayor also reported that a crew of volunteers worked on the Cherry Hill Park pavilion last weekend. The roof boards are now on, with the next steps to install more corner support beams, then the cupola, and then install the cedar shingles. The plan is for it to be completed in May.

### **CORRESPONDENCE**

THE CITY COUNCIL ACKNOWLEDGED THE CORRESPONDENCE RECEIVED IN THE APRIL 12, 2010 COUNCIL PACKET:

1. LETTER FROM CHISAGO COUNTY, RE: BOARD MEMBERS
2. LETTER FROM MPCA, RE: STORAGE TANK RELEASE INVESTIGATION
3. LETTER FROM XCEL ENERGY, RE: SERVICE EXPECTATIONS
4. LETTER TO CHISAGO COUNT DEPT OF PUBLIC WORKS, RE: ADOPT A HIGHWAY RESPONSE
5. LMC FRIDAY FAXES
6. LETTER FROM KARL SCHRECK, RE: OFFICE OF SHERIFF OF CHISAGO COUNTY
7. FAMILY PATHWAYS INVITATION TO HUNGER AWARENESS DINNER
8. LETTER FROM MDH, RE: 2010 DRINKING WATER REPORT
9. STAFF CORRESPONDENCE & EMAIL'S

### **ADJOURNMENT**

MOTION BY KINNUNEN/TANGEN TO ADJOURN THE MEETING OF THE APRIL 12, 2010 TAYLORS FALLS CITY COUNCIL. MOTION CARRIED UNANIMOUSLY.

Being no further business to come before the Council, the Meeting adjourned at 7:55 p.m.

---

Michael D. Buchite, Mayor

---

Jo Everson, City Clerk-Treasurer

**APPROVED:** MAY 10, 2010