

**TAYLORS FALLS CITY COUNCIL MEETING
COUNCIL CHAMBERS
MONDAY, JANUARY 24, 2011 – 7:00 P.M.**

MINUTES

The Agenda for this Meeting was posted Wednesday, January 19, 2011 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, January 24, 2011 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, Larry Julik-Heine, Mary Jo Murphy

MEMBERS ABSENT: None

OTHERS PRESENT: City Clerk-Treasurer Jo Everson, Zoning Administrator-Coordinator Larry Phillips, Rick Green, Don Lawrence, Juli Hobson, Kevin Schumann, Jim Stein, T.A. Doughty-St. Hilaire from the Ledger Press Newspaper, and Eric Vargo from the Chisago County Press

ADOPTION OF AGENDA

MOTION BY JULIK-HEINE/RIVARD TO APPROVE THE AGENDA FOR THE JANUARY 24, 2011 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; STAFF REPORTS; COMMISSION, BOARD OR COMMITTEE MINUTES/REPORTS; CONSIDER RESOLUTION 11-01-06 DESIGNATING 842 WEST STREET AS AN OFFICIAL TF HERITAGE PRESERVATION SITE; CONSIDER INVOICE FOR REFINISHING THE COMMUNITY CENTER FLOOR; CONSIDER AUTHORIZING REQUEST FOR LETTER OF INTENT FROM XCEL ENERGY; CONSIDER AUTHORIZATION TO PURSUE THE FEDERAL RECREATIONAL TRAIL GRANT PROGRAM; CONSIDER ZA-COORDINATOR'S VACATION REQUEST; 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 DECEMBER 18 AND DECEMBER 27, 2010 AND JANUARY 3, 2011.

PUBLIC FORUM

County Commissioner Rick Green welcomed new City Council Member Mary Jo Murphy. He reported that Lara Walker was elected the new Chair of the Chisago County Board of Commissioners.

Don Lawrence, owner of the Old Jail Bed & Breakfast for 6½ years, reported that a business customer was tagged for parking on the street during winter parking restrictions that prohibit parking on any City streets from 2:00 a.m. and 6:00 a.m. between November 1 and April 15. Since his business does not provide any off-street parking, occasionally the business has used the First Street Parking Lot in the event of a snow storm. However, Lawrence voiced safety concerns for his patrons parking where their vehicle is not readily visible and the need to climb the First Street hill to his business in the snow and ice. For that reason the customers generally will park on the street, which

this time resulted in a parking ticket. He requested the City reconsider enforcement of the parking restrictions. Lawrence also requested that the City's snowplow discontinue plowing a furrow of snow directly in front of his business, merely a few feet from his front door. Both issues were referred to the Council Public Works Liaisons for further discussion.

COMMISSION, BOARD OR COMMITTEE MINUTES/REPORTS

PLANNING COMMISSION

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MINUTES OF THE TAYLORS FALLS PLANNING COMMISSION MEETINGS HELD MONDAY, DECEMBER 6, 2010 AND MONDAY, JANUARY 3, 2011.

PARK & REC COMMISSION

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

STAFF REPORTS & REQUESTS

ADMINISTRATIVE DEPARTMENT

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

CHISAGO COUNTY SHERIFF'S DEPARTMENT

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA CORPORAL SHANE CARROLL'S DECEMBER 2010 /JANUARY 2011 CHISAGO COUNTY SHERIFF'S DEPARTMENT REPORT.

ZONING & PLANNING DEPARTMENT

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE DECEMBER 2010/JANUARY 2011 ZONING REPORT PRESENTED BY ZONING ADMINISTRATOR-COORDINATOR LARRY PHILLIPS.

PUBLIC WORKS DEPARTMENT

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE DECEMBER 2010/JANUARY 2011 PUBLIC WORKS REPORT PRESENTED BY PUBLIC WORKS SUPERINTENDENT MIKE KRIZ.

CITY ATTORNEY

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE DECEMBER 2010 BILLING STATEMENT FROM THE CITY ATTORNEY'S OFFICE OF KELLY AND LEMMONS, P.A.

STAFF REQUESTS

None.

UNFINISHED BUSINESS

CONSIDER C.E.R.T. TASK FORCE RECOMMENDATIONS

In April 2010 the City Council appointed a C.E.R.T. (**C**ommunity **E**mergency **R**esponse **T**eam) Task Force, consisting of Chair Juli Hobson, Pastor Kevin Schumann, Jim Stein, Tana Havumaki and Leo Nelson. The CERT Program 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. The Task Force presented their initial recommendation to the Council in November 2010, which included:

- ✚ The program to begin with twenty (20) qualified applicants to go through the required training.
- ✚ Recruitment should be done through the local Lions Club, newspaper ads, Tid Bits, fliers around town and church announcements.
- ✚ Volunteer "kits" will cost approximately \$200 per volunteer for the CERT training. These costs should be born primarily by the City, but volunteers should also have some "skin" in the game. Each volunteer should be charged \$50 to begin the program, with \$25 returned to them upon completion of the training. The \$50 charge can be waived if the volunteer completes five (5) hours of community service prior to their training.

✚ Adoption of the proposed Procedure Manual.

At that meeting the Council had several questions that were unanswered. The Task Force was again present at this meeting to provide these answers:

Question 1: Should an individual receive training and then train the other CERT members? *It was the Task Force's unanimous opinion that as Taylors Falls establishes a CERT Team it is critical that all members attend an established CERT training program. This was critical on two counts. First, attending the training together will begin to build team work and a sense of camaraderie that will be necessary for the successful implementation a local CERT Team. Secondly, it was the belief that a successful trainer would not only need more than simply taking a training course themselves, they would also need time, experience and exposure to a working CERT Team before being ready or qualified to teach others.*

Question 2: Who interviews CERT members? *It was the Task Force's belief that the most logical choice to interview the initial round of CERT Team applicants would be the CERT Task Force themselves. If selected to do so, an invitation would be extended to the Fire Department, Sheriff's department and City Council to give in-put or to participate in the selection process.*

Question 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)? *After the CERT Team has received training and has been established the Task Force recommended that the CERT Team elect their Leadership Team (CERT Coordinators). At this point the leadership of the CERT Task Force would cease and the CERT Team themselves would be better qualified and knowledgeable of the needs and qualifications necessary for CERT members. Until this time, the CERT Task Force could provide the necessary oversight.*

Question 4: Who would be in charge of overseeing community service? *Chair Juli Hobson volunteered to oversee and coordinate the community service.*

Mayor Buchite and the Council commended the Task Force for their efforts organizing this Program. The Mayor was particularly pleased that the Task Force agreed to continue in the interview and final organizational process.

Council Member John Tangen questioned how the Program would be funded. Clerk-Treasurer Jo Everson recommended that the Council use the State's 2010 \$4,000.00 Fire Department training reimbursement to pay for the CERT Training expenses. She will present an Approving Resolution at the next Council Meeting.

Tangen also questioned who would be overseeing the Community Service as suggested in the recommendation from the Task Force. It was his understanding that a City Staff person was required to directly oversee the person performing the Community Service. The City Clerk-Treasurer clarified that the Community Service provided by someone who was ordered by the Court is completely different than the Community Service provided under these circumstances. Juli Hobson, the CERT Task Force Chair, would be officially representing the City when she oversees and coordinates any necessary Community Service.

MOTION BY JULIK-HEINE/RIVARD TO ACCEPT THE RECOMMENDATION FROM THE TAYLORS FALLS COMMUNITY EMERGENCY RESPONSE TEAM TASK FORCE, INCLUDING THE APPROVAL OF THE TAYLORS FALLS CERT PROCEDURE MANUAL (AS AMENDED): COMMON GOALS TO MANAGE VOLUNTEERS; VOLUNTEER ENROLLMENT FORM; LEVEL OF PARTICIPATION SELECTION FORM; VOLUNTEER REQUEST FORM; AND CRIMINAL BACKGROUND CHECK CONSENT FORM. MOTION CARRIED UNANIMOUSLY. (attached)

Tangen informed the Council and the Task Force that the new Chisago County Emergency Management Director is Chief Deputy Chad Warden. Former Director Jim Hahlstrom recently retired.

NEW BUSINESS

CONSIDER RESOLUTION 11-01-07 DESIGNATING \$25,000 FROM CASH RESERVES

City Clerk-Treasurer Jo Everson reported that the cash reserves available at year-end 2010 are \$406,966.68 (unaudited). The significant increase from 2009 is primarily due to unique and extenuating circumstances, including the reduction of staff in the Administrative Department, cost savings, and a \$16,000 budget balance remaining in the Sheriff's Contract. It was her recommendation that the Council designate certain amounts from the available cash reserves for specific purposes. This Resolution reserves \$25,000 for the annual \$5,000 payment to the Chisago County HRA/EDA for the MnDOT project loan of \$175,000, as agreed to in the Repayment Agreement approved by Council September 13, 2010. The money can be recaptured once the MnDOT property on Bench Street has been sold.

MOTION BY JULIK-HEINE/RIVARD TO ADOPT RESOLUTION 11-01-07, AS PRESENTED, DESIGNATING \$25,000 OF GENERAL FUND CASH RESERVES FOR FUTURE PAYMENTS TO THE CHISAGO COUNTY HOUSING AND REDEVELOPMENT AUTHORITY-ECONOMIC DEVELOPMENT AUTHORITY. MOTION CARRIED UNANIMOUSLY. (attached)

CONSIDER RESOLUTION 11-01-08 CREATING A FUND FOR FUTURE FIRE PENSION PAYMENTS

Council Member Ross Rivard recused himself from this agenda item due to a conflict of interest. Minnesota Statute §69.77 requires the Taylors Falls Fire Department Relief Association to maintain a pension plan for their firefighters when they retire after serving twenty-five (25) years. In the past the City has made adequate contributions just using the State Aid payment it receives each year. However, because there has been more than a recent 40% plunge in the stock market, and because there have been several firefighters that have retired in the past few years, their Pension Plan has not generated enough revenue to fully fund each member of the Association. Therefore the City has had to levy monies from its taxpayers in order to meet the new contribution requirement. This may continue in the future, but it is unknown at this point for how long or for how much additional contributions may be required.

Jo Everson, City Clerk-Treasurer recommend the Council establish a new fund that could be used to supplement the fire aid payment in the future whenever needed. Contributions could be made from various sources such as cash reserves, special revenues or budget surpluses. The 2010 budget for the City's contribution was \$28,600.00. When final payments were made, there remained a budget balance of \$6,500.00 at year-end. The recommendation from Everson was to authorize the transfer of this money from the General Fund cash reserves to the new fund.

Council Member Mary Jo Murphy commented that it would serve the City best to be proactive in this case, rather than reactive. Council Members agreed.

MOTION BY TANGEN/MURPHY TO ADOPT RESOLUTION 11-01-08, AS AMENDED, CREATING AN INTERNAL FIRE PENSION FUND AND AUTHORIZING THE TRANSFER OF MONIES TO THAT FUND. MOTION CARRIED WITH RIVARD ABSTAINING DUE TO A CONFLICT OF INTEREST. (attached)

CONSIDER RESOLUTION 11-01-09 APPROVING A TRANSFER OF MONIES

The State of Minnesota, through the Minnesota Department of Transportation (MnDOT) and the City of Taylors Falls entered into a Partnership Agreement in July 2010, whereby the City agreed to construct an addition of one bay to the Taylors Falls Public Works building and a three bay salt/sand storage building as replacement facilities for MnDOT in exchange for their property located at 680 Chisago Street in Taylors Falls. The City would, in turn, sell the property for commercial development.

Council authorized construction expenses of \$105,480.86 and \$109,120.00 for the buildings. The City had financing of \$175,000.00 from the Chisago County HRA/EDA. The City would need to fund the current deficit balance of \$33,120.46. Jo Everson, City Clerk-Treasurer recommended it would be in the City's best interests to use available cash reserves to balance the project fund, rather than borrow from itself to pay the remaining costs.

MOTION BY JULIK-HEINE/RIVARD TO ADOPT RESOLUTION 11-01-09, AS PRESENTED, APPROVING THE TRANSFER OF MONIES TO THE PUBLIC WORKS BUILDING PROJECT FUND (505). MOTION CARRIED UNANIMOUSLY. (attached)

CONSIDER RESOLUTION 11-01-10 ACCEPTING MnDOT PROPERTY DEED

As explained in the above Agenda Item, now that the replacement facilities have been built by the City for MnDOT and they have taken possession of the building, the terms of the Partnership Agreement outlines the terms and conditions of the conveyance of the downtown property from MnDOT to the City of Taylors Falls.

Council Member Ross Rivard commented “that this moment has been in the works for almost twenty (20) years. It has been a long slow process, but it has come full circle. The City can now take that the land and put it to better use.”

MOTION BY MURPHY/TANGEN TO ADOPT RESOLUTION 11-01-10, AS PRESENTED, MEMORIALIZING THE LAND CONVENANCE FROM THE STATE OF MINNESOTA TO THE CITY OF TAYLORS FALLS, AND FURTHER, TO ACCEPT THE DEED TO THE MINNESOTA DEPARTMENT OF TRANSPORTATION PROPERTY, LOCATED AT 680 CHISAGO STREET, IN TAYLORS FALLS. MOTION CARRIED UNANIMOUSLY. (attached)

CONSIDER RESOLUTION 11-01-11 ACCEPTING THE PUBLIC WORKS PROJECT

The Public Works Building Project is nearing completion, which includes the new Public Works building addition, and a three bay salt/sand storage building. Certificates of occupancies have been issued for both buildings and MN DOT officially moved in January 1, 2011. They will lease an existing bay of the Public Works building that was partitioned from the City’s remaining bays, the new bay addition, and two of the three bays in the salt/sand storage building. MnDOT has provided a letter of acceptance for the leased premises.

MOTION BY TANGEN/MURPHY TO ADOPT RESOLUTION 11-01-11, AS PRESENTED, MEMORIALIZING AND ACCEPTING THE PUBLIC WORKS BUILDING ADDITION AND SALT/SAND STORAGE BUILDING. MOTION CARRIED UNANIMOUSLY. (attached)

SET DATE FOR WORKSHOP WITH CHRIS ENG, HRA/EDA DIRECTOR

Now that the City officially owns the former MnDOT property on Bench Street, the City must make certain decisions regarding how the property will be marketed, the continuation of the current TIF District or the establishment of a new District, and the process to demolish existing buildings on the property, just to name a few issues. The Mayor recommended the Council allow the City Clerk to set the actual date and time depending upon when the HRA/EDA Director Chris Eng is available.

MOTION BY MURPHY/JULIK-HEINE TO AUTHORIZE JO EVERSON, CITY CLERK-TREASURER TO SET THE DATE AND TIME FOR A SPECIAL COUNCIL WORKSHOP/MEETING TO DISCUSS THE FORMER MINNESOTA DEPARTMENT OF TRANSPORTATION PROPERTY, NOW OWNED BY THE CITY OF TAYLORS FALLS, LOCATED ON BENCH STREET/CHISAGO STREET IN TAYLORS FALLS. MOTION CARRIED UNANIMOUSLY.

CONSIDER AUTHORIZING SUBMISSION OF THE WALKABLE COMMUNITY ACTION PLAN

On November 22, 2010 the Council accepted the letter of agreement with the Chisago County Health and Human Services Department for the Statewide Health and Improvement Program (SHIP). The letter of agreement includes funding the program which provides \$500 for holding a walkable audit/-workshop, \$1,500 for drafting an action plan, and \$3,000 (or more) for implementing items in the action plan. The first \$2,000 (for holding the workshop and drafting the action plan) must be spent for improving walkability, but does not get outlined in the action plan. The Council can determine a use for these funds at a future meeting.

The Action Plan outlines priorities that were discussed at the walkable audit/workshop. The plan includes more than \$3,000 in expenditures in case there is more money available from SHIP for extra projects. By including more than \$3,000 it does not commit the City to doing the extra projects if funding is not available.

MOTION BY MURPHY/JULIK-HEINE TO AUTHORIZE SUBMISSION OF THE TAYLORS FALLS WALKABILITY ACTION PLAN TO THE CHISAGO COUNTY HEALTH AND HUMAN SERVICES

DEPARTMENT FOR THE STATEWIDE HEALTH IMPROVEMENT PROGRAM. MOTION CARRIED UNANIMOUSLY. (attached)

CONSIDER RESOLUTION 11-01-06 DESIGNATING 842 WEST STREETS

THE CITY COUNCIL ADOPTED BY CONSENT AGENDA RESOLUTION 11-01-06, A RESOLUTION DESIGNATING 842 WEST STREET AS AN OFFICIAL TAYLORS FALLS HERITAGE PRESERVATION SITE. (attached)

CONSIDER INVOICE FOR REFINISHING THE COMMUNITY CENTER FLOOR

THE CITY COUNCIL AUTHORIZED PAYMENT OF \$2,549.75 TO NORTHERN HARDWOOD FLOORS FOR THE REFINISHING OF THE WOOD FLOOR AT THE TAYLORS FALLS MEMORIAL COMMUNITY CENTER, TO BE PAID FROM THE COMMUNITY CENTER FUND (350).

CONSIDER AUTHORIZING A REQUEST FOR LETTER OF INTENT FROM XCEL ENERGY

In May 2010 the Council created the Trail Project Management Team that included Mayor Mike Buchite, Council Member Larry Julik-Heine, and Zoning Administrator-Coordinator Larry Phillips. They will oversee the planning and eventual construction of the trail that will connect downtown to Cherry Hill Park (currently referred to as the Valley View Trail).

One of their tasks is to communicate and coordinate with property owners along the trail. The Team has been in contact with representatives from Xcel Energy who own properties along the proposed trail corridor. Xcel Energy has preliminarily agreed to grant a trail easement to the City. The next step is to send an official request to Xcel Energy to provide a letter of intent granting preliminary approval of the trail plan on their properties and that they will tentatively agree to grant an easement once design engineering is completed.

THE CITY COUNCIL AUTHORIZED BY CONSENT AGENDA, FOR ZONING ADMINISTRATOR-COORDINATOR LARRY PHILLIPS TO SEND A REQUEST TO XCEL ENERGY FOR A LETTER OF INTENT THAT WILL PRELIMINARILY APPROVE THE VALLEY VIEW TRAIL PLAN ON THEIR PROPERTIES AND WILL TENTATIVELY AGREE TO GRANT AN EASEMENT TO THE CITY ONCE DESIGN ENGINEERING IS COMPLETE. (on file)

CONSIDER AUTHORIZATION TO PURSUE THE FEDERAL RECREATIONAL TRAIL GRANT PROGRAM

The Trail Project Management Team, which includes Mayor Mike Buchite, Council Member Larry Julik-Heine, and Zoning Administrator-Coordinator Larry Phillips, has recommended pursuing the Federal Recreation Trail Program as a companion grant of the Federal Transportation Enhancement Funding received for the trail that will connect downtown to Cherry Hill Park (currently referred to as the Valley View Trail). The application is due February 28, 2011 and is a 50/50 match grant. Federal dollars can be used towards that match, but cannot account for more than 90% of project costs. Unlike the Federal Transportation Enhancement Funding, this program can pay for professional fees such as design and construction engineering.

THE CITY COUNCIL AUTHORIZED BY CONSENT AGENDA THE TRAIL PROJECT MANAGEMENT TEAM TO PURSUE THE FEDERAL RECREATIONAL TRAIL PROGRAM ADMINISTERED BY THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES FOR FUNDING FOR THE TRAIL PROJECT KNOWN AS THE VALLEY VEIW TRAIL.

CONSIDER ZA-COORDINATOR'S VACATION REQUEST

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE VACATION REQUEST FOR ZONING ADMINISTRATOR-COORDINATOR LARRY PHILLIPS FOR FEBRUARY 22 AND 23, 2011, WITH RETURN TO WORK ON FEBRUARY 24, 2011.

APPROVAL OF CLAIMS & PAYROLL

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE PAYMENT OF CHECK NUMBERS - 23690 - 23729 TOTTALLING \$135,459.25, AND CHECK NUMBERS 5835 - 5884 IN THE AMOUNT OF \$36,598.76 FOR DECEMBER PAYROLL.

LIAISON OR COUNCIL MEMBER REPORTS

Mayor Mike Buchite reminded Council of the ribbon cutting ceremony with MnDOT on Wednesday, January 26, 2011, for the new joint facilities at the City's Public Works garage area.

Ross Rivard reported that the Planning Commission recently held their elections, where Joe Stein was elected Chair, Diane Sander as Vice-Chair and Robyn Spencer-Beck as Secretary. The Planning Commission also discussed the Heritage Preservation Commissions proposed building restrictions on historically designated commercial properties. The Commission's consensus was that the City should not burden the property owner with more restrictions than what is currently in place.

Rivard also reported that a humidifier would soon be installed at the Memorial Community Center. And lastly, Rivard reported that he recently met with newly-elected Representative Bob Barrott to discuss Taylors Falls' participation in a Border City's Development Zone, which would bring tax relief to commercial properties. The bill is planned to be introduced in the House very soon.

John Tangen reported that there have been member changes in the Heritage Preservation Commission. They intend to present those changes to the Council at a later meeting. Julie Hildebrand was elected Chair, Barbara Nelson as Vice-Chair, and Joanne Frank as Secretary.

Larry Julik-Heine reported that the Park & Rec Commission is also realizing membership changes. They did, however, elect Tana Havumaki as Chair. The other positions have not yet been filled.

Julik-Heine also reported that the Public Works Department continues to deal with the continual snow events that are occurring each week. The Department intends to research the costs of replacing batteries in the water meters, which seem to be failing in greater numbers each meter reading cycle.

Mary Jo Murphy reported that the Economic Development Commission recently held elections, and have decided that the positions are on an "interim" basis until another election can be held later in the year. Wade Vitalis was elected Chair, Clarence Nelson as Vice-Chair, and Gerald Platzer as Secretary. She also reported that the EDC has voted to reduce its membership from a seven member Commission to five members. This will be presented for approval at the next Council Meeting. The EDC has also recommended another pedestrian crosswalk and speed limit sign on the north end of town. Mayor Buchite referred this recommendation to Council Member Julik-Heine since he is the Council Representative for the State's Highway 95 Restoration Project in 2012.

CORRESPONDENCE

THE CITY COUNCIL ACKNOWLEDGED THE CORRESPONDENCE RECEIVED IN THE JANUARY 24, 2011 COUNCIL PACKET:

1. NOTICE FROM PUC: PROPOSED RATE INCREASE BY NSP
2. NEWS RELEASE FROM MNDOT, RE: TF PROJECT
3. LETTER FROM EHLERS, RE: 2011 RATES
4. STAFF CORRESPONDENCE & EMAIL'S

ADJOURNMENT

MOTION BY JULIK-HEINE/TANGEN TO ADJOURN THE MEETING OF THE JANUARY 24, 2011 TAYLORS FALLS CITY COUNCIL. MOTION CARRIED UNANIMOUSLY.

Being no further business to come before the Council, the Meeting adjourned at 8:00 p.m.

Michael D. Buchite, Mayor

Jo Everson, City Clerk-Treasurer

APPROVED: FEBRUARY 14, 2011



TAYLORS FALLS CERT PROCEDURE MANUAL

COMMON GOALS TO MANAGE VOLUNTEERS

SECTION 1 VOLUNTEER RIGHTS AND RESPONSIBILITIES

1.1 RIGHTS – THE CITY OF TAYLORS FALLS AFFIRMS AND SUPPORTS EACH CERT MEMBER RIGHT’S AS VOLUNTEERS, AND WILL WORK TO ENSURE THE FOLLOWING WHENEVER SAFE AND POSSIBLE.

1-A Clear, Appropriate Assignment:

The Volunteer Coordinator will work to provide clear direction for each Team Member.

1-B Fulfilling Work:

The Task Assignments for CERT Members will be appropriate and applicable to the situation they are responding to.

1-C Orientation and Training:

The Volunteer shall be trained, and understand duties before sent on a task.

1-D Informed Involvement with Agency:

Team Members will receive necessary information about the Program and tasks they are assigned.

1-E Supervision and Support:

Team Members will be supported and directed by an Agency Designee while fulfilling their duties.

1-F Development of Individual Potential:

The CERT Program will look for additional training and development opportunities for each member, when, and if appropriate.

1-G Recognition of Service:

Volunteers will always be identified, and valued by the City of Taylors Falls for the service that they donate.

1-H Respect:

All Team Members and CERT Coordinators will actively engage in respect for one another, the tasks they are assigned, and the people they serve.

1-I Time Put to Use:

Team Members will partake in meaningful tasks that benefit the Organization, and are the best use of individual talents and abilities when appropriate.

1-J Safe, Healthy Working Conditions:
In performing your job as a CERT Member, conditions are not always safe and healthy. Through training, Members will learn to recognize this, and protect themselves.

1-K Right to Terminate a Volunteer Agreement:
A volunteer can resign at any time. This resignation must be in writing and submitted to the Coordinator.

1.2 RESPONSIBILITIES – THE CITY OF TAYLORS FALLS AFFIRMS AND SUPPORTS EACH CERT MEMBER RIGHTS AS VOLUNTEERS AND RECOGNIZES THE FOLLOWING EXPECTATIONS. THE CITY OF TAYLORS FALLS WILL WORK TO ENSURE THE FOLLOWING WHENEVER SAFE AND POSSIBLE.

1-L Be Honest About Goals, Skills, Limitations and Motivations:
For the safety of all, know and perform task only to your limit of capability.

1-M Fulfill Your Commitment:
Members will actively engage in the CERT Program until they are officially excused, or dismissed from the Program.

Commitment from Members must be self rewarding along with doing good for others.

1-N Maintain Confidentiality:
All CERT Members shall be personally responsible for compliance with the Minnesota Data Practice Act. Your attendance at the scene of emergencies provides Members with access to private and confidential information concerning people's lives and property. Members are strictly prohibited from discussing or providing such information on, other than a business necessity basis, with other Members. Questions concerning confidentiality should be referred to the CERT Coordinator.

1-O Cooperate with Staff:
Team Members will take direction from designated Staff.

1-P Be Flexible and Keep an Open Mind:
Team Members will challenge themselves mentally and physically in a safe and productive manner.

1-Q Stay Informed:
Team Members will maintain situational awareness, understanding of new techniques, and all other necessary CERT information.

1-R Participate in Training:
It is essential that all Members actively participate and engage in training sessions.

- 1-S Ask for Help or Clarification:
In the interest of safety, all Members will seek clarification and help when it is needed.
- 1-T Understand Your Role as a Volunteer:
As a volunteer, CERT Members play a valuable role in Taylors Falls' emergency response strategy. As such, Members must follow the chain of command and refer to Staff when necessary.
- 1-U Chain of Command:
All Members shall know, understand, and follow the chain of command at all events.

SECTION 2 THE CITY OF TAYLORS FALL'S RIGHTS AND RESPONSIBILITIES

2.1 RIGHTS – THE CITY OF TAYLORS FALLS WILL ACTIVELY WORK TO TRAIN AND PREPARE VOLUNTEERS IN THE CERT PROGRAM. AS SUCH, THE CITY RESERVES ULTIMATE AUTHORITY OVER THE CERT PROGRAM, ITS MEMBERS, AND AGENTS.

- 2-A. Scene or Redirect Volunteers:
A CERT Coordinator will assign duties to volunteers as needed. (refer to 2-E)
- 2-B Request References:
A Bureau of Criminal Apprehension (BCA) Back Ground Check is required of all CERT Members.

Other references may be requested in individual circumstances.
- 2-C Require Volunteers to Attend Training:
Minimum standard of training must be completed successfully before you can assume full responsibilities of CERT Member.

Volunteers will need to attend one (1) training event annually upon completion of initial training.
- 2-D Expect Volunteers to be Responsible:
All CERT Members are working for the City of Taylors Falls. CERT Members are expected to conduct themselves in a professional and appropriate manner at all times.
- 2-E Reassign Volunteers:
The City of Taylors Falls reserves the right to reassign volunteers at any time.
- 2-F Issued Equipment:

Equipment supplied to all volunteers is property of the City of Taylors Falls, and shall be returned to Taylors Falls upon resignation or termination from the CERT Program.

2-G Receive Notice of Leaving:

When leaving an incident, the volunteer must notify the Incident Leader.

2-H Terminate a Volunteer Agreement:

The City of Taylors Falls reserves the right to terminate a volunteer for any reason. Termination of a volunteer will be in writing.

2-I Zero Tolerance:

The City of Taylors Falls has a zero Tolerance Policy on drugs and alcohol. CERT Members shall follow the Policy. Failure to comply is grounds for immediate dismissal.

2.2 RESPONSIBILITIES – THE CITY OF TAYLORS FALLS MUST PLAN, FOCUS, AND WORK TOWARDS THE COMMON GOOD.

2-J Interview Candidates for Best Placement:

Safety is paramount in the CERT Program and individual assessments are key to best placement.

2-K Provide a Written Position Description:

General CERT responsibilities will be provided to each member, specific duties will be assigned in the field by the CERT Coordinator.

2-L Treat Volunteers as Valuable Team-Members:

The City of Taylors Falls will appreciate volunteers, and seek their input when appropriate.

2-M Inform Volunteers of Special Events for the Workforce:

The City will keep volunteers up-to-date on all necessary events.

2-N Provide Supervision:

The City will designate appropriate supervision.

2-O Seek and Respect Volunteer Contributions:

Building on the notion that the CERT Team's strength will be built from its diverse members, Staff will seek meaningful contributions from all Members.

2-G Conduct an Exit Interview:

Exit interview shall be conducted in a manner to strengthen the CERT Program.

2-H Maintaining Taylors Falls CERT Procedure Manual:

The City of Taylors Falls will review and maintain this Manual authorized on January 24, 2011. Updates will need to be added from time to time. All current Members will receive notice of updates.



COMMUNITY EMERGENCY RESPONSE TEAM VOLUNTEER ENROLLMENT FORM

NAME _____ PHONE _____ BIRTHDATE _____

ADDRESS _____

COUNTY _____ E-MAIL _____

OCCUPATION _____ RETIRED yes no

SPECIAL TRAINING _____

ORGANIZATION MEMBERSHIP _____

OTHER VOLUNTEER SERVICE _____

EMERGENCY CONTACT _____

RELATIONSHIP	ADDRESS	PHONE
--------------	---------	-------

HEALTH RELATED CONCERNS _____

DO YOU CONSIDER YOURSELF DISABLED yes no HOW? _____

HOW DID YOU FIND OUT ABOUT CERT? _____

WHAT MOTIVATES YOU TO VOLUNTEER? _____

CERT may use photos/videos taken of me in my volunteer service for public awareness and educational purposes. yes no

All volunteers 55+ years of age are required to enroll with RSVP to fulfill eligibility requirements for CERT training.

CERT applicants with felony convictions will not be admitted to the program.

SIGNATURE OF VOLUNTEER DATE

SIGNATURE OF DISASTER RESOURCE DIRECTOR DATE



**TAYLORS FALLS COMMUNITY EMERGENCY RESPONSE TEAM
LEVEL OF PARTICIPATION SELECTION**

NAME _____

ADDRESS _____

PHONE NUMBER _____

E-MAIL _____

PLEASE CHOOSE ONE OF THE FOLLOWING:

I am no longer interested in being a CERT Member and will return my equipment to the City by

_____.

Level One

I would like to be notified in the event of a disaster to assist the community.

I do **not wish** to be contacted for additional training opportunities.

Level Two

I would like to be notified in the event of a disaster to assist the community.

I would like to be notified of additional training opportunities.

I will attend one disaster exercise per year, to the best of my ability.

Level Three

I would like to be notified in the event of a disaster to assist the community.

I would like to be notified of additional training opportunities.

I will attend one disaster exercise per year, to the best of my ability.

I would like to be contacted for any CERT related activities.

Signature: _____

CERT/RSVP



City of Taylors Falls
637 First Street
Taylors Falls MN 55084
Phone 651.465.5133
Fax 651.465.4603

CERT VOLUNTEER REQUEST

EVENT NAME:	
CONTACT PERSON	
PHONE NUMBER:	FAX:
ADDRESS:	E-MAIL:
DATE & TIME:	

DESCRIPTION OF EVENT:

CERT MEMBER RESPONSIBILITIES:

REQUIREMENTS:

VOLUNTEER SUPPORT:

OTHER INFORMATION:

SPECIAL INSTRUCTIONS:

RESOLUTION 11-01-07

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

A RESOLUTION DESIGNATING \$25,000.00 OF CASH RESERVES

WHEREAS, on July 26, 2010, the City of Taylors Falls (hereinafter referred to as CITY) and the State of Minnesota (hereinafter referred to as STATE) have entered into a Partnership Agreement which outlined the terms and conditions of the conveyance of the STATE'S property at 680 Chisago Street to the CITY in exchange for a lease at a replacement facility that the CITY agreed to construct; and

WHEREAS, the Chisago County Housing and Redevelopment Authority-Economic Development Authority (hereafter referred to as HRA/EDA) has agreed to finance \$175,000.00 of the costs to construct the new STATE facility; and

WHEREAS, the CITY and the HRA/EDA entered into a Repayment Agreement on September 13, 2010, whereby the financing will be a no interest loan, secured by a first mortgage, the terms of which require the City to reimburse the HRA/EDA at the rate of \$5,000.00 per year for five (5) years with the loan balance to paid in full at the time of closing of the subsequent resale of the STATE property, but no later than December 31, 2020; and

WHEREAS the City Council has determined it would be in the City's best interests to designate \$25,000.00 of its cash reserves for this purpose, to assure that there would be monies available over the next five years for repayment;

SO THEREFORE BE IT RESOLVED by the Taylors Falls City Council that it hereby designates \$25,000.00 of the existing City's cash reserves to be used to fulfill the terms of the September 13, 2010 Agreement by and between the City of Taylors Falls and the Chisago County HRA/EDA.

BE IT FURTHER RESOLVED to hereby establish a new fund entitled the Public Works Building Debt Service Fund (551), to account for all debit and credit activities related to said debt service payments.

BE IT YET FURTHER RESOLVED to hereby authorize the transfer of \$25,000.00 from the General Fund (101) cash reserves to the Public Works Building Debt Service Fund (551).

APPROVED THIS 24th DAY OF JANUARY, 2011

Michael D. Buchite, Mayor

ATTEST:

Jo Everson, Clerk-Treasurer

RESOLUTION 11-01-08

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

**A RESOLUTION CREATING AN INTERNAL FIRE PENSION FUND
AND AUTHORIZING THE TRANSFER OF MONIES TO THAT FUND**

WHEREAS, the City of Taylors Falls has a Fire Department Relief Association which consists of current and past members of the Taylors Falls Volunteer Fire Department; and

WHEREAS, the Association does maintain a Pension Fund as required in Minnesota Statutes §69.77 Police and Firefighters' Relief Association Guidelines Act; and

WHEREAS, the formula required to calculate the City's contribution to this pension fund does periodically require the City to contribute more than the annual Fire Aid received from the State of Minnesota; and

WHEREAS, it would be in the City's best interests to create a separate fund that the City can contribute to and draw upon during those the years when an additional contribution is necessary; and

WHEREAS, the 2010 Fire Department Budget includes a budget expense of \$28,600.00 (42260-124), with a remaining year-end budget balance in the amount of \$6,500.00; and

SO THEREFORE BE IT RESOLVED by the Taylors Falls City Council that it hereby establishes a Fire Pension Fund (380) which will account for all debit and credit activities relating City contributions to the Taylors Falls Fire Department Pension.

BE IT FURTHER RESOLVED to hereby authorize the transfer of \$6,500.00 from the General Fund Cash Reserves (100) to the Fire Pension Fund (380).

BE IT YET FURTHER RESOLVED to hereby commit to an annual review of the City's financial ability to contribute additional monies to this Fire Pension Fund.

APPROVED THIS 24th DAY OF JANUARY, 2011

Michael D. Buchite, Mayor

ATTEST:

Jo Everson, Clerk-Treasurer

RESOLUTION 11-01-09

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

**A RESOLUTION APPROVING THE TRANSFER OF MONIES TO THE
PUBLIC WORKS BUILDING PROJECT FUND**

WHEREAS, the State of Minnesota (hereinafter referred to as State) owns land at 680 Chisago Street, Taylors Falls, Minnesota, which the City of Taylors Falls (hereinafter referred to as CITY) desires to have redeveloped; and

WHEREAS, the City of Taylors Falls adopted Resolution 10-07-06 approving a Lease between the STATE and CITY for a replacement facility that the CITY agreed to construct in exchange for said land; and

WHEREAS, the Lease Agreement outlined the terms and conditions of the STATE'S use of the replacement facility located at 637 First Street, Taylors Falls, Minnesota, and;

WHEREAS, said replacement facilities have been constructed, which included the addition of one bay to the Taylors Falls Public Works building and a three bay salt/sand storage building; and

WHEREAS, on August 12, 2010, at a duly called City Council Meeting, the Council authorized a total project cost for the Public Works Building Addition Project in the amount of \$105,480.86, and a total project cost for the Salt/Sand Storage Building Project in the amount of \$109,120.00; and

WHEREAS, the Chisago County Housing and Redevelopment Authority-Economic Development Authority has agreed to finance \$175,000.00 of these costs to construct the new STATE facility; and

WHEREAS, the total costs to date for construction of these facilities \$208,086.18, leaving a fund balance of -\$33,120.46; and

WHEREAS, there remains to be paid approximately \$1,900.00 in order to complete the project, leaving a final fund balance of -\$36,000.00; and

WHEREAS, the 2010 year-end cash reserves were increased significantly due to decreased spending and budget cuts; and

WHEREAS, the City wishes to remove the negative cash balance in the said project fund by using monies from the available cash reserves in the General Fund;

SO THEREFORE BE IT RESOLVED by the Taylors Falls City Council that it hereby authorizes the transfer of \$36,000.00 from the General Fund (101) cash reserves to the Public Works Building Project Fund (550).

APPROVED THIS 24th DAY OF JANUARY, 2011

Michael D. Buchite, Mayor

ATTEST:

Jo Everson, Clerk-Treasurer

RESOLUTION 11-01-10

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

**A RESOLUTION MEMORIALIZING THE LAND CONVEYANCE AND
ACCEPTING THE DEED TO THE MN DOT PROPERTY**

WHEREAS, the State of Minnesota (hereinafter referred to as State) owns land at 680 Chisago Street, Taylors Falls, Minnesota, which the City of Taylors Falls (hereinafter referred to as CITY) desires to have redeveloped; legally described on Attachment A Quitclaim Deed; and

WHEREAS, the City of Taylors Falls adopted Resolution 10-07-05 approving the Partnership Agreement between the STATE and CITY; and

WHEREAS, the Partnership Agreement outlined the terms and conditions of the conveyance of the STATE'S property at 680 Chisago Street to the CITY in exchange for a lease at a replacement facility that the CITY agreed to construct; and

WHEREAS, the CITY has constructed said replacement facility for the STATE'S use; and

WHEREAS, the STATE officially moved into said replacement facility on January 1, 2011; and

WHEREAS, the STATE has provided the CITY a Quitclaim Deed to the property at 680 Chisago Street and the CITY desires to own said property;

SO THEREFORE BE IT RESOLVED by the Taylors Falls City Council that it hereby accepts the Quitclaim Deed to the property located at 680 Chisago Street.

APPROVED THIS 24th DAY OF JANUARY, 2011

Michael D. Buchite, Mayor

ATTEST:

Jo Everson, Clerk-Treasurer

RESOLUTION 11-01-11

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

**A RESOLUTION MEMORIALIZING & ACCEPTING THE PUBLIC WORKS BUILDING ADDITION
& SALT/SAND STORAGE BUILDING**

WHEREAS, the State of Minnesota (hereinafter referred to as State) owns land at 680 Chisago Street, Taylors Falls, Minnesota, which the City of Taylors Falls (hereinafter referred to as CITY) desires to have redeveloped; and

WHEREAS, the City of Taylors Falls adopted Resolution 10-07-06 approving a Lease between the STATE and CITY for a replacement facility that the CITY agreed to construct in exchange for said land; and

WHEREAS, the Lease Agreement outlined the terms and conditions of the STATE'S use of the replacement facility located at 637 First Street, Taylors Falls, Minnesota, and;

WHEREAS, said replacement facility include the STATE'S use of an addition of the Public Works building, and existing bay of the Public Works building that was partitioned off, and two bays of a three bay salt/sand storage building, and;

WHEREAS, said replacement facilities have been constructed and Certificate of Occupancies have been issued for both buildings, and;

WHEREAS, the STATE officially moved into the replacement facility on January 1, 2011, and has provided a letter (Attachment A) agreeing that the lease premises met the design specifications of the Lease;

SO THEREFORE BE IT RESOLVED by the Taylors Falls City Council that it hereby accepts the Public Works Building Addition and Salt/Sand Storage Building.

APPROVED THIS 24th DAY OF JANUARY, 2011

Michael D. Buchite, Mayor

ATTEST:

Jo Everson, Clerk-Treasurer

Walkability Action Plan for Taylors Falls, MN

A community action plan is a road map for creating community change by specifying what will be done, who will do it and when it will be done. The plan will describe what your group wants to accomplish, what activities are needed during a specified timeline and an estimation of the cost of the action steps.

Based on the walking audit completed by your city, what short-term goals do you have for your city?

Priority #1: Implement/Install in-street pedestrian crossing signs on Bench Street/State Highway 95.

Action Step	Estimated Cost	Person Responsible	Date of Completion
Obtain a permit from MN DOT to place the signs in their right-of-way	n/a	Larry Phillips, ZA-Coordinator	October 2010
Purchase four In-Street Pedestrian Crossing Signs. Signs must be compliant with MN DOT's Manual on Uniform Traffic Control.	\$1,500 (\$375/sign)	Larry Phillips, ZA-Coordinator	March 2011
Install the In—Street Pedestrian Crossing Signs	n/a	Taylors Falls Public Works Department	April 2011

How will completion of this priority be measured?

This priority will be completed when the signs are installed on the crosswalks on Bench Street/State Highway 95.

Priority #2: Add pedestrian directional signage interpretive signage at the proposed and existing timber frame archways.

Action Step	Estimated Cost	Person Responsible	Date of Completion
EDC meeting with sign designer	\$0	Clarence Nelson/ Taylors Falls Economic Development Commission	February 15, 2011
Fabricate the directional signage.	\$1,840 <ul style="list-style-type: none"> • \$1,120 for two archway callouts • \$720 for an interpretive sign 	Clarence Nelson/ Taylors Falls Economic Development Commission	May 1, 2011

Walkability Action Plan for Taylors Falls, MN

	and a dedication sign		
Install the signage on the archway	\$0	Clarence Nelson/ Taylors Falls Economic Development Commission	June 1, 2011

How will completion of this priority be measured?

This priority will be completed when the signage is installed on the wooden archway.

Priority #3: Install a timber frame archway directional sign near the General Store at the entrance of the River Walk.

Action Step	Estimated Cost	Person Responsible	Date of Completion
Fabricate the timber frame archway that acts as a symbol for the River Walk as well as a directional sign.	\$1,500	Clarence Nelson/ Taylors Falls Economic Development Commission	May 1, 2011
Install the timber frame archway.	\$0	Clarence Nelson/ Taylors Falls Economic Development Commission	June 1, 2011

How will completion of this priority be measured?

This priority will be completed when the wooden archway is installed.

Priority #4 Improve walking trails at North and South Lion's Parks along the St. Croix River

Action Step	Estimated Cost	Person Responsible	Date of Completion
Hold work Saturday with the Taylors Falls Lion's Club to add signage, improve trails to make them more accessible, clear vegetation, add rest stops and viewing locations.	\$1,000	Larry Phillips, ZA-Coordinator/Taylors Falls Lion's Club President	April 1 - June 1, 2011

How will completion of this priority be measured?

Walkability Action Plan for Taylors Falls, MN

Completion of this priority will be measured during work sessions with the Taylors Falls Lion's Club where they improve the walking trail at North and South Lion's Parks along the St. Croix River. While this will not be considered new construction, it is enhancing the existing trail system at the parks. Some of the trails are overgrown, difficult to access, or lack proper signage.

Priority #5: Preliminary design engineering for the 1 mile Valley View Trail Project.

Action Step	Estimated Cost	Person Responsible	Date of Completion
Start design engineering and planning for the trail project including cost estimates and quantities.	\$1,500	Larry Phillips, ZA-Coordinator/Steve Heth, City Engineer	March 31, 2011

How will completion of this priority be measured?

Preliminary design engineering and planning work is required to obtain construction cost estimates needed to apply for trail grants administered by the Minnesota Department of Natural Resources, which the City plans to apply for. The preliminary design engineering work must be completed by March 31, 2011 because that is when the grant application is due.

What are your intermediate (5 year) goals?

1. Construct a one mile trail from downtown to Cherry Hill Park known as the Valley View Trail. Programmed Federal Transportation Enhancement Funding will allow construction between 2012 – 2014.
2. Continue the sidewalk on Government Street to the Folsom House.
3. Create signage directing pedestrians to buildings and areas such as City Hall, parks, downtown, the Folsom House, Library, etc.
4. Add distances to directional signage.
5. Move guardrails on the east side of Bench Street to the side of the retaining wall to increase width of the usable area of the sidewalks.
6. Increase all sidewalk widths to 6' or more on Bench Street.
7. Create pedestrian bump-outs at intersections.
8. Advocate for the Swedish Immigrant Trail and the Gateway Trail to extend to Taylors Falls.

What are your long-term (10 year) goals?

Walkability Action Plan for Taylors Falls, MN

1. Construct curb, gutter, and sidewalk on at least one side of West Street to provide safe pedestrian travel.
2. Construct more sidewalks in the older parts of the City specifically targeting areas that would provide connections to key locations and other City trails.
3. Construct phase II of the Valley View Trail from Cherry Hill Park through Bryant Woods Park Reserve and south to City Hall.
4. Continue to plan and implement trails and sidewalks that encourage alternative transportation.

RESOLUTION 11-01-06

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

**A RESOLUTION DESIGNATING THE J.E. EKDAHL HOUSE AS AN
OFFICIAL TAYLORS FALLS HERITAGE PRESERVATION SITE**

WHEREAS 842 West Street (J.E. Ekdahl 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 December 14, 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 842 West Street (J.E. Ekdahl House) as a Heritage Preservation Site:

1. BUILT IN 1935, THE HOUSE IS AN ESPECIALLY EXCELLENT EXAMPLE OF THE CRAFTSMAN/BUNGALOW STYLE, THE DOMINANT ARCHITECTURAL STYLE FOR SMALLER HOMES THROUGHOUT THE COUNTRY IN THE FIRST QUARTER OF THE 20TH CENTURY.
2. ALTHOUGH TECHNICALLY NOT A "CATALOGUE HOUSE," COMPOSED OF MOST OF THE "PRECUT AND FITTED" ELEMENTS ORDERED FROM A MAIL ORDER CATALOGUE AND DELIVERED TO THE SITE READY FOR ASSEMBLY WITH LOCAL LABOR, THE DESIGN OF THE HOUSE WAS SELECTED FROM A SEARS ROEBUCK AND COMPANY CATALOGUE AND REPRODUCED ESSENTIALLY UNALTERED BY MEMBERS OF THE EKDAHL FAMILY WHO PREPARED PLANS, ORDERED MATERIALS LOCALLY, AND CUT, SIZED AND ASSEMBLED IT THEMSELVES.
3. IN 1995 THE HOUSE WAS INCLUDED IN AN EXHIBIT AND SERIES OF LECTURES ON SEARS HOUSES IN ST. PAUL.
4. THE SITE IS HISTORICALLY SIGNIFICANT AS THE HOME OF A SWEDISH IMMIGRANT WHO, THOUGH SEMI-CRIPPLED IN A SERIOUS ACCIDENT, WAS INVOLVED IN EXTENSIVE ACTIVITIES. WHILE HIS PRINCIPAL OCCUPATION WAS AS A HORSE-TRAINER, HE WAS ALSO A SHOE AND HARNESS MAKER AND A TRUCK GARDENER. HIS SONS CONTINUED ACTIVE CAREERS AS HOME BUILDING CONTRACTORS. THEY BUILT ALL OF THE 20TH CENTURY STRUCTURES ON THE SITE. THEY WERE INVOLVED IN MANY COMMUNITY AND COUNTY AFFAIRS.
5. IN ACCORDANCE WITH THE CITY'S HERITAGE PRESERVATION ORDINANCE, ITS PLANNING COMMISSION HAS REVIEWED AND COMMENTED ON THE NOMINATION IN ITS MEETING ON NOVEMBER 1, 2010, AS HAS THE MINNESOTA HISTORICAL SOCIETY IN ITS LETTER TO THE CITY DATED SEPTEMBER 30, 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 842 West Street (J.E. Ekdahl House) as an official Taylors Falls Heritage Preservation Site, legally described as:

That part of Block 69, vacated Maple Street and vacated Basil Street all of the recorded plat of Taylors Falls, Chisago County, Minnesota, described as follows: Beginning at the intersection of the center line of vacated Maple Street and the east line of West Street; thence southerly, 129.3' along the east line of West Street to a line perpendicular to the east line of West Street; thence easterly to a point a distance of 130.39' southeast of a point on the center line of said vacated Maple Street distant 117.45' easterly of the point of beginning, thence westerly along said center line to the point of beginning.

Adopted by the City Council on January 24, 2011

Michael D. Buchite, Mayor

ATTEST:

Jo Everson, Clerk-Treasurer