

**TAYLORS FALLS CITY COUNCIL MEETING
COUNCIL CHAMBERS
MONDAY, FEBRUARY 11, 2013 - 7:00 P.M.**

MINUTES

The Agenda for this Meeting was posted Wednesday, February 6, 2013, 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, February 11, 2013 at 7:00 p.m. in 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, John Tangen, Larry Julik-Heine, Mary Jo Murphy

MEMBERS ABSENT: Ross Rivard

OTHERS PRESENT: Jo Everson, Clerk-Treasurer, Denise Martin from the Chisago County Press, and Dave Muller from the Ledger Press Newspaper

ADOPTION OF AGENDA

The Agenda was amended by removing **Consider Authorizing Bid Process for Library Improvement Project** from Consent Agenda, and adding **Consider Authorizing Submission of Beautiful Program Grant** under New Business.

MOTION BY JULIK-HEINE/MURPHY TO APPROVE THE AGENDA, AS AMENDED, FOR THE FEBRUARY 11, 2013 TAYLORS FALLS CITY COUNCIL MEETING. MOTION CARRIED UNANIMOUSLY.

ADOPTION OF CONSENT AGENDA

MOTION BY JULIK-HEINE/MURPHY TO APPROVE/ACCEPT THE FOLLOWING CONSENT AGENDA ITEMS: MINUTES OF CITY COUNCIL MEETING HELD ON JANUARY 14, 2013; STAFF REPORTS; COMMISSION, BOARD OR COMMITTEE MINUTES/REPORTS; ACCEPT RESIGNATION OF CUSTODIANS; CONSIDER PLANNING COMMISSION RECOMMENDATION TO APPOINT NEW MEMBER; CONSIDER EMPLOYEE VACATION REQUESTS; APPROVAL OF CLAIMS & PAYROLL; AND CORRESPONDENCE. MOTION CARRIED UNANIMOUSLY.

PUBLIC FORUM

None.

STAFF REPORTS & REQUESTS

ADMINISTRATIVE DEPARTMENT

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE JANUARY 2013 FINANCIAL REPORTS PRESENTED BY CLERK-TREASURER JO EVERSON.

PUBLIC WORKS DEPARTMENT

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE JANUARY 2013 PUBLIC WORKS DEPARTMENT REPORT PRESENTED BY SUPERINTENDENT MIKE KRIZ.

PLANNING & ZONING DEPARTMENT

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE JANUARY 2013 PLANNING & ZONING

DEPARTMENT REPORT PRESENTED BY COORDINATOR-ZONING ADMINISTRATOR ADAM BERKLUND.

CHISAGO COUNTY SHERIFF'S DEPARTMENT

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA SERGEANT SHANE CARROLL'S 2012 YEAR-END STATISTICS AND THE JANUARY 2013 CHISAGO COUNTY SHERIFF'S DEPARTMENT REPORTS.

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 JANUARY 30, 2013.

UNFINISHED BUSINESS

None.

NEW BUSINESS

CONSIDER INCREASE IN COSTS FOR COMMUNITY CENTER IMPROVEMENT PROJECT

The Council awarded the bid to Kevin Hays Construction in the amount of \$7,840.00 for the bathroom and kitchen remodeling project at the Memorial Community Center. Coordinator-Zoning Administrator Adam Berklund reported that once demolition began in the kitchen there were several issues that needed to be resolved with regard to extra work and upgrades. Council Member Mary Murphy reported that the additional costs are unfortunate but the end result significantly improves the overall appearance of the project. Yet to be determined are additional costs for the oak mission style upgrade on the cabinets and drawer fronts, improvements to the serving windows, and installation of the new drawers.

MOTION BY JULIK-HEINE/TANGEN TO AUTHORIZE THE INCREASE COST ESTIMATES OF \$2,054.58 TO KEVIN HAYS CONSTRUCTION, AND \$180.00 TO CENTER CITY CABINETS FOR UPGRADES AND ADDITIONS FOR THE MEMORIAL COMMUNITY CENTER IMPROVEMENT PROJECT. MOTION CARRIED UNANIMOUSLY.

CONSIDER REPAIRS TO THE CITY'S 1-TON FORD TRUCK

Public Works Superintendent Mike Kriz informed the Council (by memo) that repairs were needed on the 2006 Ford 550 one-ton truck. Shafer Automotive & Truck Repair, Inc. removed and replaced fuel injectors, at a cost of \$2,409.20. Because the truck is an essential piece of equipment during the snow season, the Public Works Council Liaisons authorized the expense prior to the Council authorizing it, since the cost exceeded the \$1,000.00 spending limit.

MOTION BY MURPHY/JULIK-HEINE TO APPROVED PAYMENT OF \$2,409.20 TO SHAFER AUTOMOTIVE & TRUCK REPAIR, INC., FOR REPAIRS TO THE CITY'S ONE-TON FORD 550 TRUCK, TO BE PAID FROM THE PUBLIC WORKS MAINTAINCE REPAIR BUDGET ACCOUNT (43100-404). MOTION CARRIED UNANIMOUSLY.

CONSIDER RESOLUTION 13-02-01 ADOPTING THE CHISAGO COUNTY ALL-HAZARDOUS MITIGATION PLAN

Scott Sellman, Chisago County's new Emergency Management Director recommended that all cities in Chisago County adopt the County's All-Hazardous Mitigation Plan. Despite the fact the plan is dated 2008, all cities must adopt an Emergency Management Plan in order to obtain funding and/or a grant from FEMA in the event of a disaster. Staff continues to work on a plan specific to Taylors Falls, but until then, the County's is sufficient to comply with the FEMA requirements.

MOTION BY JULIK-HEINE/MURPHY TO ADOPT RESOLUTION 13-02-01 ADOPTING THE 2008 CHISAGO COUNTY ALL-HAZARDOUS MITIGATION PLAN. MOTION CARRIED UNANIMOUSLY. (the 112 page Plan is on file, the Resolution is attached)

ACCEPT RESIGNATION FROM CITY CUSTODIANS

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE RESIGNATION OF KEVIN AND CAROL SCHUMANN AS CITY CUSTODIANS, EFFECTIVE MARCH 1, 2013. FURTHER MOVED, TO EXPRESS APPRECIATION FOR ALL THAT THE SCHUMANN'S HAVE CONTRIBUTED TO THE CITY OVER THE PAST 5½ YEARS.

CONSIDER PLANNING COMMISSION RECOMMENDATION TO APPOINT NEW MEMBER

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA, THE PLANNING COMMISSION'S RECOMMENDATION TO APPOINT FRED BECHTOLD TO THE TAYLORS FALLS PLANNING COMMISSION, WHO'S TERM EXPIRES DECEMBER 2015.

CONSIDER AUTHORIZING BID PROCESS FOR LIBRARY IMPROVEMENT PROJECT

In December of 2012 the City received the completed Minnesota Historical and Cultural Grant Agreement for the upcoming Library Preservation Project. City Coordinator-Zoning Administrator Adam Berklund, with input from the Library Board, established an anticipated timeline:

- February 21st bids to be advertised in local newspapers, closing on March 7th
- The Library Board will review the bids with Staff to propose their recommendation
- City Council to award the project on April 8th
- Work to begin as weather permits

Advertisement of bids will include re-roofing, re-glazing of windows and repairs to soffits and rear storm-door. Advertizing for painting will be put on hold pending notice if the City receives the Northland Foundation's Minnesota Beautiful Program 2013 Valspar Paint Grant (see next agenda time).

MOTION BY MURPHY/JULIK-HEINE TO AUTHORIZE COORDINATOR-ZONING ADMINISTRATOR ADAM BERKLUND TO ADVERTISE FOR BIDS ON THE TAYLORS FALLS PUBLIC LIBRARY IMPROVEMENT PROJECT, WITH BIDS TO BE OPENED AT NOON ON MARCH 7, 2013, WITH POSSIBLE AWARD AT THE APRIL 8, 2013 CITY COUNCIL MEETING. MOTION CARRIED UNANIMOUSLY.

CONSIDER AUTHORIZING SUBMISSION OF BEAUTIFUL PROGRAM GRANT

The Library Preservation Project will also include paint removal, the preparation of the wood for paint, and the actual painting of the building. Just how the City advertises for the proposed painting job will be determined if it is awarded the Northland Foundation's Minnesota Beautiful Program 2013 Valspar Paint Grant. This grant is due March 4th and requires a minimum match of 40% volunteer time. A request for volunteers has been made to the Taylors Falls Lions Club, the Taylors Falls Historical Society, and the Taylors Falls Heritage Preservation Commission. Letters of support from these volunteer groups must be included with the grant application.

MOTION BY TANGEN/JULIK-HEINE TO AUTHORIZE COORDINATOR - ZONING ADMINISTRATOR ADAM BERKLUND TO SUBMIT THE NORTHLAND FOUNDATION MINNESOTA BEAUTIFUL PROGRAM APPLICATION 2013, CONDITIONAL UPON RECEIPT OF LETTERS OF SUPPORT FROM ORGANIZATIONS COMMITTING TO VOLUNTEERING ON THE LIBRARY IMPROVEMENT PROJECT. MOTION CARRIED UNANIMOUSLY.

Coordinator-Zoning Administrator Adam Berklund was commended for his work on this project as well as the Memorial Community Center project.

CONSIDER EMPLOYEE VACATION REQUESTS

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE VACATION REQUEST FROM PUBLIC WORKS SUPERINTENDENT MIKE KRIZ FOR FEBRUARY 11-14, 2013, FOR A TOTAL OF 24 HOURS.

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE VACATION REQUEST FROM CITY CLERK-TREASURER JO EVERSON FOR FEBRUARY 25-28, 2013, FOR A TOTAL OF 32 HOURS.

APPROVAL OF CLAIMS & PAYROLL

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE PAYMENT OF CHECK NUMBERS 25049 – 25080 TOTALLING \$29,796.32, AND CHECK NUMBERS 6252 – 6286 TOTALLING \$10,792.94 FOR JANUARY PAYROLL.

LIAISON OR COUNCIL MEMBER REPORTS

Larry Julik-Heine reported Tana Havumaki was recently voted as Chair of the Taylors Falls Park & Rec Commission, with Rick Stafford voted as Vice-Chair. The PRC has agreed to participate in the Adopt a Highway Program, selecting County Road 16 as their project area. Julik-Heine also commended the Public Works Department for their excellent work in snow plowing over the past several snowfalls.

Mary Murphy reported that she would be attending a Webinar on the Open Meeting Law.

CORRESPONDENCE

THE CITY COUNCIL ACKNOWLEDGED BY CONSENT AGENDA THE FOLLOWING CORRESPONDENCE PROVIDED IN THE FEBRUARY 11, 2013 CITY COUNCIL MEETING PACKET:

1. STAFF CORRESPONDENCE & EMAIL'S

ADJOURNMENT

MOTION BY MURPHY/JULIK-HEINE TO ADJOURN THE MEETING OF THE TAYLORS FALLS CITY COUNCIL HELD THIS FEBRUARY 11, 2013. MOTION CARRIED UNANIMOUSLY.

Being no further business to come before the Council, the Meeting adjourned at 7:29 p.m.

Michael D. Buchite, Mayor

Jo Everson, Clerk-Treasurer

APPROVED: MARCH 11, 2013