

**TAYLORS FALLS CITY COUNCIL MEETING  
COUNCIL CHAMBERS  
MONDAY, APRIL 11, 2011 – 7:00 P.M.**

**MINUTES**

The Agenda for this Meeting was posted Wednesday, April 6, 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, April 11, 2011 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, Ross Rivard, John Tangen, Larry Julik-Heine, Mary Jo Murphy

MEMBERS ABSENT: None

OTHERS PRESENT: Clerk-Treasurer Jo Everson, Jim Stein

**ADOPTION OF AGENDA**

The Agenda was amended to add under New Business: **Consider Appointment of PRC Member.** Agenda Item **Consider Resignation of Gerald Platzer from EDC** was removed from the Agenda.

MOTION BY JULIK-HEINE/RIVARD TO APPROVE THE AGENDA, AS AMENDED, FOR THE APRIL 11, 2011 COUNCIL MEETING. MOTION CARRIED UNANIMOUSLY.

**ADOPTION OF CONSENT AGENDA**

MOTION BY MURPHY/JULIK-HEINE TO APPROVE/ACCEPT THE FOLLOWING CONSENT AGENDA ITEMS: MINUTES OF CITY COUNCIL MEETINGS HELD ON MARCH 14 AND MARCH 28, 2011; STAFF REPORTS; COMMISSION/BOARD OR COMMITTEE MINUTES/REPORTS; CONSIDER RENTAL AGREEMENT WITH AMERIPRIDE SERVICES; CONSIDER AUTHORIZATION TO PURSUE THE RURAL FIRE DEPARTMENT VOLUNTEER FIRE ASSISTANCE GRANT; CONSIDER 2011 SOLID WASTE LICENSE FOR SHAFER ROLL-OFF SERVICES; CONSIDER APPOINTMENT OF PRC MEMBER; 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 MARCH 2011 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 2011 CHISAGO COUNTY SHERIFF'S DEPARTMENT REPORT.

**ZONING & PLANNING DEPARTMENT**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MARCH 2011 ZONING REPORT PRESENTED BY ZONING ADMINISTRATOR-COORDINATOR LARRY PHILLIPS.

**CITY ATTORNEY**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MARCH 2011 BILLING STATEMENT FROM THE CITY ATTORNEY'S OFFICE OF KELLY AND LEMMONS, P.A.

**FIRE DEPARTMENT**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MARCH 2011 FIRE DEPARTMENT REPORT PRESENTED BY FIRE CHIEF AL RIVARD.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

**2011 INSURANCE PRESENTATION**

Jim Stein, owner of Stein Insurance Agency, presented an overview of the City's insurance policies for 2011. Total premiums for the City were \$35,445.00. The City could receive an \$1,606 reduction in premium if they changed from a \$250 deductible to a \$1,000 deductible. The Council did not feel this was a significant enough savings, given the number of claim the City has had to submit recently.

No action taken.

**CONSIDER RESOLUTION 11-04-01 REMOVING A PARCEL FROM TIF DISTRICT 1-3**

The former MnDOT property, now owned by the City, is currently located within the Tax Increment Financing (TIF) District 1-3, the Post-Office Redevelopment District. The original intent in 1995 was to have that property improved for commercial development long before this year, so that a developer could have taken advantage of the TIF. However, since this did not happen within the first 5 years, it technically does not qualify to be in the district. Now that the City intends to demolish the buildings, it needs to complete certain procedural steps to assure that a new district can be established in the future. The City could then be repaid a portion of the demolition costs, as well as give that financing opportunity to a potential new developer. The first step is to remove the parcel from the existing TIF District 1-3, which must be done by Resolution. The Clerk-Treasurer will need to provide a certified copy to the County Auditor before it is officially removed.

MOTION BY RIVARD/JULIK-HEINE TO ADOPT RESOLUTION 11-04-01, A RESOLUTION APPROVING THE ELIMINATION OF A PARCEL FROM TAX INCREMENT FINANCING DISTRICT NO 1-3 WITHIN DEVELOPMENT DISTRICT NUMBER ONE OF THE CITY OF TAYLORS FALLS. MOTION CARRIED UNANIMOUSLY. (attached)

**CONSIDER RESOLUTION 11-04-02 FINDING A PARCEL WITH STRUCTURALLY SUBSTANDARD BUILDINGS**

The City and the Chisago County HRA/EDA contracted with Michael Fischer of LHB, Inc., to inspect the former MnDOT truck Station buildings at 680 Chisago Street, to determine it meets the definition of "substandard" as defined by Minnesota Statutes. Since the building will potentially be included in a future Redevelopment TIF District, the City will need to be compliant with all applicable statutes. The detailed Deficiency Report provides this necessary documentation.

MOTION BY TANGEN/MURPHY TO ADOPT RESOLUTION 11-04-02 A RESOLUTION FINDING A PARCEL TO BE OCCUPIED BY A STRUCTURALLY SUBSTANDARD BUILDING. MOTION CARRIED UNANIMOUSLY. (attached)

**CONSIDER DEMOLITION PLANS FOR DEMOLITION OF FORMER TRUCK STATION**

LHB, Inc. submitted the preliminary Truck Station Demolition Plan. City Engineer Steve Heth from Bolten & Menk, Inc. has reviewed the plans. Heth recommended that the City obtain Performance Bonds from the bidders. Council discussed whether the bond requirement would discourage a smaller contractor from bidding both in terms of cost and bond-ability. Regardless, the consensus of the Council was to require the bond. The Mayor's and Vice-Mayor's contact name and numbers will be included in the bid documents as the project managers.

MOTION BY JULIK-HEINE/TANGEN TO APPROVE THE DEMOLITION SPECIFICATIONS, AS AMENDED, PROVIDED BY LHB, INC. OF MINNEAPOLIS MINNESOTA, FOR THE DEMOLITION OF THE FORMER TRUCK STATION AT 680 CHISAGO STREET IN TAYLORS FALLS. MOTION CARRIED UNANIMOUSLY. (attached)

**CONSIDER SOLICITATION FOR BIDS FOR DEMOLITION OF FORMER TRUCK STATION**

MOTION BY MURPHY/RIVARD TO AUTHORIZE THE SOLICITATION OF BIDS FOR THE DEMOLITION OF THE FORMER TRUCK STATION AT 680 CHISAGO STREET IN TAYLORS FALLS, WITH BIDS ACCEPTED UNTIL NOON ON THURSDAY, APRIL 21, 2011, AT WHICH TIME CITY STAFF WILL SEND THEM TO LHB, INC. AND THE CITY ENGINEER STEVE HETH AT BOLTEN & MENK FOR REVIEW AND COMMENT, WITH COUNCIL AWARD AT THE MONDAY, APRIL 25, 2011 COUNCIL MEETING. MOTION CARRIED UNANIMOUSLY.

**CONSIDER PAYMENT TO LHB FOR DEMO PLANS**

Chisago County HRA/EDA agreed to pay \$5,000 towards the cost of the truck station report and the demolition specifications from LHB, Inc. The total cost was \$6,500.00. The City will need to pay the \$1,500 overage.

MOTION BY JULIK-HEINE/MURPHY TO APPROVE THE PAYMENT OF \$1,500 TO LHB, INC. FOR THE PARTIAL COST OF THE DEMOLITION SPECS FOR THE FORMER TRUCK STATION , TO BE PAID FROM THE PROPERTY REDEVELOPMENT FUND (555). MOTION CARRIED UNANIMOUSLY.

**CONSIDER RENTAL AGREEMENT WITH AMERIPRIDE SERVICES**

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE RENTAL SERVICE AGREEMENT BY AND BETWEEN THE CITY OF TAYLORS FALLS AND AMERIPRIDE SERVICES FOR A PERIOD OF TWENTY-FOUR MONTHS. (on file)

**CONSIDER AUTHORIZATION TO PURSUE THE RURAL FIRE DEPARTMENT VOLUNTEER FIRE ASSISTANCE GRANT**

The Rural Fire Department Volunteer Fire Assistance Grant is a program that the City has applied for in the past. It is a 50/50 local match grant, with a \$5,000 maximum request. The intent is for the purchase of pagers for the FCC's 800 MHz upgrade requirement by 2013. This is a DNR administered grant, but the funding source is from the federal government. State funds may count as the local match. However, the City will need to determine if the \$36,224.00 State Homeland Security Grant it has recently been awarded originates from a federal or state funding source. If it's a federally funded grant the 50% match will have to be City cash.

THE CITY COUNCIL AUTHORIZED BY CONSENT AGENDA FOR LARRY PHILLIPS ZONING ADMINISTRATOR-COORDINATOR TO PURSUE THE VOLUNTEER FIRE ASSISANCE GRANT ADMINISTERED BY THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES FOR POTENTIAL FUNDING FOR PAGERS FOR THE FIRE DEPARTMENT.

**CONSIDER 2011 SOLID WASTE LICENSE FOR SHAFER ROLL-OFF SERVICE**

THE CITY COUNCIL APPROVED BY CONSENT AGENDA A 2011-2012 SOLID WASTE LICENSE TO SHAFER ROLLOFF, LLC, NORTH BRANCH, MINNESOTA.

**CONSIDER APPOINTMENT TO PARK & REC COMMISSION**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE RECOMMENDATION FROM THE PARK & REC COMMISSION TO APPOINT RICK STAFFORD AS A MEMBER OF THE PARK & REC COMMISSION, WHO'S TERM SHALL EXPIRE DECEMBER 31, 2012.

**APPROVAL OF CLAIMS & PAYROLL**

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE PAYMENT OF CHECK NUMBERS – 23857 – 23894 AND CHECK NUMBERS 23820 – 23828 TOTALLING \$55,379.80, AND CHECK NUMBERS 5904 – 5912 TOTALLING \$11,750.55 FOR MARCH PAYROLL.

**LIAISON OR COUNCIL MEMBER REPORTS**

**Mary Muphy** reported that an Eagle Scout was interested in re-building the Arch for the Riverwalk Trail entrance. The EDC will be reviewing Riverwalk Trail signage at the meeting.

**Larry Julik-Heine** reported that the Riverwalk Trail Sub-Committee (consisting of Wade Vitalis, Clarence Nelson, Tana Havumaki and Julik-Heine) hope to make a presentation to the Council in the near future on the plans for a future trail extension north along River Street starting at the sidewalk near the St. Joseph's Rectory.

### **CORRESPONDENCE**

THE CITY COUNCIL ACKNOWLEDGED BY CONSENT AGENDA THE FOLLOWING CORRESPONDENCE PROVIDED IN THE APRIL 11, 2011 CITY COUNCIL MEETING PACKET:

1. CORRESPONDENCE FROM ECRDC, RE: REVOLVING LOAN FUND
2. NOTICE FROM MN PUC, RE: NSP RATE INCREASE
3. CORRESPONDENCE FROM US CABLE, RE: RATES
4. STAFF CORRESPONDENCE & EMAIL'S

### **ADJOURNMENT**

MOTION BY JULIK-HEINE/MURPHY TO ADJOURN THE MEETING OF THE TAYLORS FALLS CITY COUNCIL HELD THIS APRIL 11, 2011. MOTION CARRIED UNANIMOUSLY.

Being no further business to come before the Council, the Meeting adjourned at 7:48 p.m.

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Michael D. Buchite, Mayor

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Jo Everson, Clerk-Treasurer

**APPROVED:** MAY 9, 2011

**RESOLUTION 11-04-02**  
**CITY OF TAYLORS FALLS**  
**COUNTY OF CHISAGO**  
**STATE OF MINNESOTA**

**A RESOLUTION FINDING A PARCEL TO BE  
OCCUPIED BY A STRUCTURALLY SUBSTANDARD BUILDING**

WHEREAS, the City of Taylors Falls owns property located at 680 Chisago Street, with PID R20.00212.00, which was the former Minnesota Department of Transportation Truck Station; and

WHEREAS, it has been proposed that the City of Taylors Falls (the "City"), consider creating a tax increment financing redevelopment district as defined in Minnesota Statutes, Section 469.174, Subd. 10; and

WHEREAS, the City desires to demolish the truck station building in order to market the property for commercial development; and in order to create this type of tax increment financing district, the City must make a determination that certain conditions exist; and

WHEREAS, in order to deem a parcel as being occupied by a structurally substandard building, the City must first pass a resolution before the demolition or removal that the parcel was occupied by one or more structurally substandard buildings and that after demolition and clearance the City intended to include the parcel within the proposed tax increment financing district; and

WHEREAS, the firm of LHB from Minneapolis, Minnesota, was hired by the City to inspect and evaluate the property, and has submitted a detailed report identified as Exhibit A, which documents their professional opinion that the parcel is deemed to be occupied by a structurally substandard building; and

WHEREAS, the Substandard Building Condition of Minnesota Statutes, Section 469.174, Subd. 10 is met if the request for certification of the parcel as part of the tax increment financing district is filed within three years with the county auditor; and if certain other conditions are met.

NOW, THEREFORE, BE IT RESOLVED by the City Council for the City of Taylors Falls that fifteen percent (15%) of the area of the Parcel identified on Exhibit A attached hereto contains improvements and is occupied by one or more structurally substandard buildings and that after demolition and clearance the City intends to include this Parcel within the proposed tax increment financing district.

ADOPTED APRIL 11, 2011

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Michael D. Buchite, Mayor

ATTEST:

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Jo Everson, Clerk-Treasurer

**RESOLUTION 11-04-01**

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

**RESOLUTION APPROVING THE ELIMINATION OF A PARCEL FROM  
TAX INCREMENT FINANCING DISTRICT NO. 1-3 WITHIN DEVELOPMENT DISTRICT  
NO. 1 OF THE CITY OF TAYLORS FALLS**

WHEREAS, on August 30, 1995, the City of Taylors Falls (the "City") created its Tax Increment Financing District No. 1-3 (the "TIF District") within its Development District No. 1 (the "Project") by approval of a tax increment financing plan (the "TIF Plan) for the TIF District; and

WHEREAS, the following property, by property identification number, was included in the TIF District:

R20.00212.00

WHEREAS, the City desires by this resolution to amend the TIF Plan to remove the above-described parcel from the TIF District, thereby reducing the size thereof; and

WHEREAS, the total current net tax capacity of the parcels to be eliminated from the TIF District equals or exceeds the net tax capacity and, therefore this amendment to the TIF Plan is accomplished pursuant to Minnesota Statutes, Section 469.175, Subdivision 4, clause (e)(2)(A).

NOW THEREFORE, BE IT RESOLVED by the City that the TIF Plan for the TIF District is hereby amended to remove the described parcel and the City Clerk is authorized and directed to notify the County Auditor thereof pursuant to Minnesota Statutes, Section 469.175, Subdivision 4, clause (e).

ADOPTED APRIL 11, 2011

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Michael D. Buchite, Mayor

ATTEST:

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Jo Everson, Clerk-Treasurer