

TAYLORS FALLS CITY COUNCIL MEETING MINUTES

City Hall, Council Chambers Monday, July 8, 2019 - 6:30 pm

The Agenda for this Meeting was posted Wednesday, July 3, 2019 at City Hall, the Post Office, and on the City's website. Copies were emailed to residents requesting such, and the Press was notified.

CALL TO ORDER

The Meeting was called to order at 6:30 pm by Mayor Mike Buchite.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the United States flag was recited.

ROLL CALL

Members Present: Mayor Mike Buchite, Ross Rivard, Larry Julik-Heine, Mary Murphy, John Tangen

Members Absent: None

Others Present: Adam Berklund (Coordinator-Zoning Administrator), Elizabeth Nealley (Clerk-Treasurer)

ANNOUNCEMENT

The Mayor stated the Council would enter closed session for the purpose of an annual performance evaluation of Clerk-Treasurer Elizabeth Nealley.

Motion by Murphy / Julik-Heine to enter into closed session. Motion carried unanimously. The Council entered closed session at 6:33 pm. Coordinator-Zoning Administrator Adam Berklund left the room.

APPOINT SECRETARY

Council Member John Tangen was appointed as secretary for the closed session portion of the meeting.

RETURN TO OPEN MEETING

Motion by Julik-Heine / Murphy to return to open session. Motion carried unanimously. The Council entered open session at 6:45 pm.

ROLL CALL AT RETURN TO OPEN MEETING

Members Present: Mayor Mike Buchite, Ross Rivard, Larry Julik-Heine, Mary Murphy, John Tangen

Members Absent: None

Others Present: Elizabeth Nealley (Clerk-Treasurer), Adam Berklund (Coordinator-Zoning Administrator), Geri Aanonsen (after 7:00 pm)

SUMMARY OF CLOSED MEETING

Mayor Mike Buchite explained that the City Council evaluated the job performance of Clerk-Treasurer Elizabeth Nealley during its closed meeting. The closed meeting tape was sealed by the Mayor and placed in the locked employee file cabinet.

ADOPTION OF AGENDA

One item was added to the Consent Agenda: #7 - Consider Resolution 19-07-01 acknowledging August 6, 2019 as National Night Out. Two items were added to New Business: #8 - Consider water meter purchase; and #9 - Consider performance evaluation of Clerk-Treasurer and pay increase. Motion by Julik-Heine / Murphy to approve the amended Agenda for the July 8, 2019 Taylors Falls City Council Meeting. Motion carried unanimously.

The order of the Agenda was carried out as follows: Closed Session, Adoption of amended Agenda, Adoption of Consent Agenda, New Business, Public Forum (for a resident who came in late), and Council Member Reports.

ADOPTION OF CONSENT AGENDA

Motion by Tangen / Rivard to approve/accept the following Consent Agenda items: Minutes from previous meetings; Staff reports; Commission, Board, or Committee minutes/reports; Consider request by Romayne's for Wannigan Days Street Dance; Consider Budget Workshop dates; Consider Resolution 19-07-01 acknowledging August 6, 2019 as National Night Out; Approval of claims and payroll; and Correspondence. Motion carried unanimously.

PUBLIC FORUM

The Public Forum took place after New Business because a resident came in late. The discussion was as follows:

Gerri Aanonsen: I thought the meeting was at 7:00.

Mayor Mike Buchite: Well, we actually had a closed session at 6:30 and the Agenda is posted to actually continue right after the session is over ... (Reads Public Forum Agenda Card). It says here Legacy Grant, which was one of the items that we had on the Agenda this evening that we approved moving forward with, so, go ahead.

Gerri Aanonsen: Oh, I just had a couple of questions because I think that as a HPC commissioner I felt that we were like left in the dark on what was going on with that ... CLG Grant that we lost, and so I just wanted to come see what you had, because I had missed the (HPC) meeting, the last (HPC) meeting, so I didn't know what was going on because I hadn't seen the minutes as well. So I was just here to see if I could catch up on things.

Mayor Mike Buchite: Well, unfortunately, Public Forum is not a time to have discussion back and forth. It is actually a time for you to share information with us. I can tell you that what we did as a Council this evening was we approved the moving forward with the Legacy Grant application for \$20,000.00. I also understand from talking to Adam that he was at the last HPC meeting, explained everything that happened, said he is going to be at the next HPC meeting, so in the event that there needs to be more discussion, he is more than willing to do so.

Gerri Aanonsen: I think that just, the process, we have new commissioners and we need to know the process and ... I felt like we were in the dark.

Coordinator-Zoning Administrator Adam Berklund: Yep, we discussed that at the last meeting.

Mayor Mike Buchite: Very good. Thank you, Gerri. Have a wonderful evening.

STAFF REQUESTS - None

COMMISSION, BOARD, OR COMMITTEE MINUTES/REPORTS

Library Board

OLD BUSINESS - None

NEW BUSINESS

Consider Wannigan Days Committee Request

The Wannigan Days Committee did not come to the Council Meeting. Mary Murphy said that there was no need for them to be here because things are going good.

Consider Submission of Legacy Grant

John Tangen explained that this will replace the previous grant. He commended Coordinator-Zoning Administrator Adam Berklund for handling it. Mayor Buchite explained that they had tried for two grants. They got the first, but they would have had to secure the second one before anything could take place. The second grant lapsed. This replacement is one grant, all together. Adam Berklund explained the background and need for a set of design guidelines tailored to the City. Mayor Buchite asked if these guidelines would allow the HPC to designate properties significant to the City of Taylors Falls but not significant to the Minnesota State Historical Society. John Tangen, the HPC Liaison, replied: No, but it will help citizens and HPC members to understand roles - the HPC is advisory. Commissions are advisory, only. Discussion continued.

Motion by Murphy / Julik-Heine to authorize City Staff to move forward with the Legacy Grant for the purpose of historic design guidelines at a cost not to exceed \$20,000.00. Motion carried unanimously.

Consider water meter contract

Larry Julik-Heine explained the proposal from M&E Construction to replace inoperable water meters. He suggested that if approved, it should be with the contingency of M&E Construction doing the scheduling. Mayor Buchite further explained that due to their workload, the Public Works Department has fallen behind in regards to replacing problem water meters. There are about 30 to 40 with issues. Instead of having the Public Works Department do the work, it makes sense to hire a company. Ross Rivard explained that the water would only be shut off for 15 to 30 minutes at each residence where meters were being replaced. Discussion followed.

Motion by Julik-Heine / Rivard to approve the request from Public Works Superintendent Mike Kriz to approve conditionally (as to having M&E Construction take care of the scheduling) the proposal to replace up to 40 water meters at a cost not to exceed \$2,800.00, and to be paid from the water fund. Motion carried unanimously.

Consider 2020 Census Complete Count Committee

Mayor Buchite explained that he and Clerk-Treasurer Elizabeth Nealley had met with Michael Gold Biss from the U.S. Census Bureau regarding a Census Complete Count Committee to help boost participation in the Census. Elizabeth Nealley mentioned that not only is the Census important to help the City to get deserved future funding, but that the demographic information could be useful for attracting businesses - to the business park, for example. Discussion followed.

Motion by Julik-Heine / Murphy to approve the request from the U.S. Census Bureau to draft a letter of support about possibly forming a Complete Count Committee at a future time for the 2020 Census. Motion carried unanimously.

Consider water meter purchase

Ross Rivard explained that we have 10 meters on hand, but at least 40 need to be replaced. Discussion followed.

Motion by Rivard / Tangen to approve the request from Public Works Superintendent Mike Kriz to purchase 30 water meters from Core & Main at a cost of \$3,900.00, to be paid from the water fund (601-49400-227). Motion carried unanimously.

Consider performance evaluation of Clerk-Treasurer and pay increase

Mayor Mike Buchite and John Tangen recommended a pay increase of \$1.00 per hour.

Motion by Tangen / Murphy to approve the pay increase of \$1.00 per hour for Clerk-Treasurer Elizabeth Nealley, effective on the next pay cycle. Motion carried unanimously.

CONSENT AGENDA

Consider Request by Romayne's for Wannigan Days Street Dance

The City Council approved by Consent Agenda the request from David McKeag of Romayne's on Main restaurant to host the annual Street Dance during Wannigan Days, including: allowing the closing and blocking of Ravine Street on Saturday, July 20, 2019 for the Street Dance, issuing a dance/music permit (fees waived), allowing the erection of a fence around the dance and beer garden area, requiring two Chisago County Sheriff's deputies to work and to be paid for 5 hours from the contracted police services fund (101-42100-309), and approving the installation of two portable toilets in the Marmon Parking Lot during the Wannigan Days weekend.

Consider Budget Workshop Dates

The City Council approved by Consent Agenda the 2020 Budget Workshop schedule consisting of 7:30 am Wednesday meetings in the Mayor's Office at City Hall on August 7, 14, 21, and 28, as well as September 4, 2019.

Consider Resolution 19-07-01 acknowledging August 6, 2019 as National Night Out

The City Council approved by Consent Agenda Resolution 19-07-01 acknowledging August 6, 2019 as National Night Out.

APPROVAL OF CLAIMS & PAYROLL

The City Council approved by Consent Agenda payment of payroll check numbers 7597-7603 totaling \$6,617.61; as well as check numbers 30751-30758, 30761-30763 and electronic check numbers 6302347-6302349 totaling \$56,623.23 for the previous month's expenditures.

LIAISON OR COUNCIL MEMBER REPORTS

Larry Julik-Heine

- reported that there was no meeting of the Parks and Recreation Commission because there wasn't a quorum. He mentioned that there would be Bingo at the Wannigan Days festival. He explained the cash prizes. Discussion followed.

John Tangen

- reported that there would be a Heritage Preservation Commission meeting on Wednesday and that Coordinator-Zoning Administrator Adam Berklund would be attending. They will move forward with getting everyone on the same page and making sure everyone is aware of what they can and cannot do. Adam will be attending until he is no longer needed. John also commended City Staff.

Ross Rivard

- said that the Planning Commission had nothing new to report. He gave an update on the lift station. He said they would be rebuilding the generator and installing the transfer switch this week. We should get the motors next week. Hopefully by the end of July, it will be up and running. Discussion followed.

Mary Murphy

- reported that there was no Economic Development Commission meeting. They might meet again in August. The last Wannigan Days Committee meeting is tomorrow. Mary mentioned that she is also on the National Night Out Committee, and everything is set for that on August 6, 2019. She said it runs like clockwork. Mary also brought up that Don Hanson would like to sell maple syrup at Wannigan Days. Discussion with Coordinator-Zoning Administrator Adam Berklund followed - the matter is to be left up to the Wannigan Days Committee.

Mayor Mike Buchite

- mentioned that he and Clerk-Treasurer Elizabeth Nealley met with Brad Falteysek of the City's auditing firm, Abdo Eick and Meyers, to see how things are going. Brad recommended that the City raise the water rates to strengthen the water fund. However, Mayor Buchite said that he does not want to raise the water rates and that he feels that fixing the broken water meters will cause more revenue for that fund. Mayor Buchite explained that the water rates have not increased since 2006 and he emphasized that the City believes firmly in not overpricing the services to the residents. Discussion followed. The Mayor also thanked everyone for their participation in Wannigan Days. Larry and Deb Julik-Heine are the Ambassadors and will be riding on the Wannigan Float. Mayor Buchite will once again be riding with the Mayor of St. Croix Falls.

ADJOURNMENT

Motion by Julik-Heine / Murphy to adjourn the meeting of the Taylors Falls City Council held this July 8, 2019. Motion carried unanimously.

Being no further business to come before the Council, the Meeting adjourned at 7:16 pm.

Michael D. Buchite, Mayor

Elizabeth Nealley, Clerk-Treasurer

APPROVED

Monday, December 09, 2019