

**TAYLORS FALLS CITY COUNCIL MEETING  
COUNCIL CHAMBERS  
MONDAY, NOVEMBER 13, 2017 – 6:30 P.M.**

**MINUTES**

The Agenda for this Meeting was posted Wednesday, November 8, 2017 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.

**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: Adam Berklund – Coordinator-Zoning Administrator, Troy Aanonsen – HPC Chair, Paul Rignell – Ledger Press.

**ADOPTION OF AGENDA**

The Agenda was amended to add item #10 – Consider Sewer Lining cost increase to the consent agenda.

MOTION BY MURPHY/JULIK-HEINE TO APPROVE THE AGENDA, AS AMMENDED, FOR THE NOVEMBER 13, 2017 TAYLORS FALLS CITY COUNCIL MEETING. MOTION CARRIED UNANIMOUSLY.

**ADOPTION OF CONSENT AGENDA**

MOTION BY RIVARD/TANGEN TO APPROVE/ACCEPT THE FOLLOWING CONSENT AGENDA ITEMS: STAFF REPORTS; COMMISSION/BOARD OR COMMITTEE MINUTES/REPORTS; CONSIDER RESOLUTION 17-11-01 SPECIAL ASSESSMENTS; CONSIDER FEMA AFG GRANTS; CONSIDER 2017/2018 LIQUOR/CIGARETTE LICENSES; CONSIDER ACCEPTANCE OF COMMUNITY FUND GRANT; CONSIDER HPC RESIGNATION; CONSIDER RESOLUTION 17-11-02 ESTABLISHING PRECINCTS AND POLLING PLACES; CONSIDER SEWER LINING COST INCREASE; APPROVAL OF CLAIMS & PAYROLL; AND CORRESPONDENCE. MOTION CARRIED UNANIMOUSLY.

**APPROVAL OF MINUTES OF PREVIOUS CITY COUNCIL MEETING MINUTES**

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE MINUTES OF THE TAYLORS FALLS CITY COUNCIL MEETING HELD OCTOBER 10, 2017.

**PUBLIC FORUM**

NONE

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

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE MINUTES OF THE TAYLORS FALLS LIBRARY BOARD HELD OCTOBER 27, 2017.

**UNFINISHED BUSINESS**

NONE

**NEW BUSINESS**

**CONSIDER UPDATE TO CITY'S DATA PRACTICES POLICY**

Coordinator Berklund reported that City Attorney Patrick Kelly recommended we review and update our Data Practices Policy as it has been a record area of contention in today's politics. Three examples were referenced for review, in which he leaned towards Eden Prairies as it was the most comprehensive. Berklund noted that a discussion with Mr. Kelly resulted in the thought that the State will eventually include any electronic data in the Act, so this is a good start, as all we will need to do when the time comes is amend it to add a section on electronic data. Berklund also reported that the City's prior version was put in place in 2001, while the State updated the act in 2006.

**MOTION BY JULIK-HEINE/MURPHY TO ADOPT THE NEW CITY OF TAYLORS FALLS' DATA PRACTICES POLICY.**

**MOTION CARRIED UNANIMOUSLY.**

**CONSIDER AMMENDMENT TO THE ECONOMIC DEVELOPMENT COMMISSION RULES & BYLAWS**

Council Member Murphy reported that the Economic Development Commission has had two meetings recently and at the most recent it was decided to reduce the commission from seven to five. The reasoning behind this is there are five members and if two are unavailable there wouldn't be enough for a quorum. We have been scheduling meetings whenever all members are available and it is getting difficult. If we reduce the membership requirements we will be able to set a monthly meeting date.

**MOTION BY TANGEN/RIVARD TO AMMEND THE TAYLORS FALLS ECONOMIC DEVELOPMENT COMMISSION BY CHANGING THE MEMBERSHIP OF THE EDC FROM SEVEN MEMBERS TO FIVE.**

**MOTION CARRIED UNANIMOUSLY.**

**CONSIDER CHISAGO COUNTY LODGING TAX ORDINANCE**

In March the City Council adopted resolution 17-03-02 supporting the creation of a tourism bureau and imposing a lodging tax. Chisago County has finally drafted an ordinance that will allow us to collect the tax and a joint-powers agreement between the City and the Chisago Lakes Visitors Bureau. It will be a 3% tax imposed on all lodging facilities including: hotels, bed & breakfast, cabins, and campgrounds. Of this 3%, 95% will go to a "Tourism Bureau" which has yet to be created with the remainder going to the City for administrative expenses.

Patrick Kelly and Coordinator Berklund discussed the documents and he had no problem with the ordinance. His only concerns were whether or not the city COULD enter into a "joint-powers" agreement with a non-profit, or if it needs to be some other type of agreement. Also that it will also be contingent on the Visitor's Bureau being registered as a non-profit, as it has not been established yet. He agrees that the intentions are correct and suggested we approve conditional upon his signing off for legality. Council members were in agreement that this was a good idea and questioned whether we could put the remaining 5% of what is collected into the Economic Development Commission fund. Coordinator Berklund thought we could, but would double check with Nancy Hoffman.

**MOTION BY MURPHY/JULIK-HEINE TO APPROVE ORDINANCE 17-11-13 TO ENACT A NEW SECTION OF THE TAYLORS FALLS CODE OF ORDINANCES TO ADMINISTER AND ENACT A TAX ON LODGING WITHIN THE CITY OF TAYLORS FALLS TO FUND A VISITOR'S BUREAU;**

**FURTHER MOVED TO AUTHORIZE APPROPRIATE SIGNATURES ON THE AGREEMENT BETWEEN THE CITY AND VISITORS BUREAU CONTINGENT ON ATTORNEY APPROVAL FOR LEGALITY.**

**CONSIDER RESOLUTION 17-11-01 CERTIFYING SPECIAL ASSESSMENTS**

Properties listed in the approving resolution have delinquent accounts with the City. The resolution will be certified to the County for inclusion on their 2018 property taxes.

THE CITY COUNCIL APPROVED BY CONSENT AGENDA RESOLUTION 17-11-01 ADOPTING SPECIAL CHARGES FOR THE TAX YEAR 2017 TO BE COLLECTED IN 2018.

**CONSIDER SUBMISSION OF FEMA ASSISTANCE TO FIREFIGHTERS GRANTS**

Project 1: Project 1 will help pay for 25 full sets of turnout gear including: jackets, pants, helmet with shield, boots, gloves (x2), hoods (x2), suspenders and goggles. Existing turnout gear is currently 15 years old. FEMA places a high priority on replacing turnout gear 10 years old, or older.

Project 2: Project 2 will help pay for a new #1 pumper/rescue. This will push our current number one to number two, we will get rid of the current number 2 and the heavy rescue. A new pumper/rescue will respond to 100% of calls, and will be equipped for any situation.

Match: Project 1 will be requesting \$77,543.75. If granted we would receive \$73,666.56 with a local match of \$3,877.19.

Project 2 will be requesting \$550,000. If granted we would receive \$522,500 with a local match of \$27,500 to be paid with the proceeds from the sale of the heavy rescue.

THE CITY COUNCIL APPROVED BY CONSENT AGENDA TO APPROVE THE SUBMISSION OF THE FEMA ASSISTANCE TO FIREFIGHTERS GRANT: PROJECT 1 – FOR THE PURCHASE OF 25 COMPLETE SETS OF TURNOUT GEAR; PROJECT – 2 FOR THE PURCHASE OF A NEW PUMPER/RESCUE COMBINATION; AND

FURTHER MOVED TO AUTHORIZE COORDINATOR – ZONING ADMINISTRATOR ADAM BERKLUND TO MAKE CHANGES IF NEEDED IN THE GRANT APPLICATION UNTIL ITS SUBMITTAL DATE, CONDITIONAL UPON FINAL REVIEW/APPROVAL BY MAYOR BUCHITE AND CHIEF ERDING; AND

FURTHER MOVED TO ACKNOWLEDGE THAT THE REQUIRED FINANCIAL MATCH IS TO BE PAID FROM THE FIRE EQUIPMENT FUND (407) AND SALE PROCEEDS FROM THE HEAVY RESCUE VEHICLE; AND

FURTHER MOVED TO ACKNOWLEDGE ELECTRONIC SIGNATURES ON SAID APPLICATION.

**CONSIDER 2017/2018 LIQUOR AND RELATED LICENSING**

THE CITY COUNCIL APPROVED BY CONSENT AGENDA TO APPROVE THE FOLLOWING LICENSES:

CASEY’S RETAIL COMPANY  
DBA: CASEY’S GENERAL STORE #3661  
341 BENCH STREET  
OFF SALE LIQUOR LICENSE  
CIGARETTE LICENSE

HALVERSON INVESTMENT, INC.  
DBA: TANGLED UP IN BLUE  
425 BENCH STREET  
ON-SALE WINE LICENSE  
ON-SALE STRONG & 3.25 BEER LICENSE

DDMCVI, LLC  
DBA: ROMAYNE’S ON MAIN  
391 BENCH STREET  
ON-SALE LIQUOR LICENSE  
OFF-SALE LIQUOR LICENSE  
OPTIONAL 2 A.M.

BIG WOOD 1 LLC  
DBA: THE GOAT SALOON  
367 BENCH STREET  
ON-SALE LIQUOR LICENSE  
OFF-SALE LIQUOR LICENSE  
OPTIONAL 2 A.M.

VAPE ‘N’ ROLL  
395 BENCH STREET  
2017 CIGARETTE LICENSE (NOV 1 – DEC 31)  
2018 CIGARETTE LICENSE (JAN 1 – DEC 31)

### **CONSIDER ACCEPTANCE OF COMMUNITY FUND GRANT**

In September the City was informed that we received \$1,000 from the Chisago Lakes Area Community Fund for kiddie events at Wannigan Days. With just recently receiving the check Council officially accepted the grant.

THE CITY COUNCIL APPROVED BY CONSENT AGENT TO ACCEPT A GRANT OF \$1,000 FROM THE CHISAGO LAKES AREA COMMUNITY FOUNDATION FOR KIDDIE EVENTS DURING WANNIGAN DAYS.

### **CONSIDER RESIGNATION OF SUSAN HEAVEN FROM THE HPC**

Susan Heaven, longtime member of the HPC, submitted a letter of resignation from the HPC. She has become too busy and does not have time to fully contribute time. The TF HPC received the letter and at their October meeting made a recommendation that City Council accepts this resignation. They will be actively searching for a replacement for Susan.

THE CITY COUNCIL APPROVED BY CONSENT AGENDA TO ACCEPT THE RECOMMENDATION FROM THE HPC TO ACCEPT THE RESIGNATION OF SUSAN HEAVEN FROM THE HPC.

### **CONSIDER RESOLUTION 17-11-02 ESTABLISHING PRECINCTS AND POLLING PLACES**

Minnesota recently passed a new law requiring cities to adopt a resolution establishing precincts and polling places even if there has been no change. The requirement must be done by December 31, prior to the election year.

THE CITY COUNCIL APPROVED BY CONSENT AGENDA TO ADOPT RESOLUTIN 17-11-02 ESTABLISHING PRECINCTS AND POLLING PLACES.

### **CONSIDER SEWER LINING COST INCREASE**

When this came to Council in July the cost was for \$125 per foot estimating at 38.35 vertical feet, totaling \$4,793.75. In actuality the distance was 40 feet, which would total \$5,000. Council needs to approve the additional \$206.25 to cover the difference.

THE CITY COUNCIL APPROVED BY CONSENT AGENDA TO APPROVE THE PAYMENT OF \$5,000 TO VISU SEWER ADDING AN ADDITIONAL \$206.25 TO THE ORIGINAL \$4,793.75 APPROVAL.

### **APPROVAL OF CLAIMS & PAYROLL**

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE PAYMENT OF CHECK NUMBERS 29924 - 29972 TOTALING \$53,552.04 FOR OCTOBER EXPENDITURES AND CHECK NUMBERS 7307 – 7310 TOTALING \$11,199.90 FOR OCTOBER PAYROLL.

### **LIAISON OR COUNCIL MEMBER REPORTS**

**John Tangen** – reported that the HPC would be looking for a new member, and thought it would be a good time to extend the membership outside of Angel Hill as there is already three members living there. He also wanted to thank all the Veterans for their service.

**Mary Murphy** – reported that she has been busy with the Fire Department taking a look at the budget and where they are at now that we are at the end of the year. She has also is working closely with the Wannigan Day committee and mentioned that her and Lynn Longnecker were in attendance to accept the \$1,000 donation from the Chisago Lakes Area Community Foundation. Lastly that the EDC has held two meetings so far and has basically been bringing the new members up to speed with what has been completed since the commission began.

**Larry Julik-Heine** – reported that the PRC has a preliminary idea to have a Winter Concert Series at the Community Center. Also that he attended the Highway 8 Task Force meet and greet. Kurt Daudt – Speaker of the House, Senator Mark Koran and Representative Ann Neu were in attendance. He mentioned that most of the focus was from Forest Lake to Chisago City, though he did speak to the fact that Highway 8 is the gateway to Taylors Falls and explained the many reasons people come to TF.

**Ross Rivard** – reported that the Planning Commission will not meet until there is a need and that the Maintenance Department is ready for winter.

**Mayor Buchite** – reminded the City Council that the Holiday Christmas party is coming up and will take place on Friday December 1<sup>st</sup> 2017.

ADJOURNMENT

MOTION BY JULIK – HEINE/MURPHY TO ADJOURN THE MEETING OF THE TAYLORS FALLS CITY COUNCIL HELD THIS NOVEMBER 13, 2017. MOTION CARRIED UNANIMOUSLY.

Being no further business to come before the Council, the Meeting adjourned at 7:32 p.m.

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Michael D. Buchite, Mayor

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Adam Berklund, Coordinator-ZA

**APPROVED:** DECEMBER 11, 2017