

**TAYLORS FALLS CITY COUNCIL MEETING
COUNCIL CHAMBERS
WEDNESDAY, DECEMBER 26, 2018 – 6:30 P.M.**

MINUTES

The Agenda for this Meeting was posted Wednesday, December 19, 2018 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 6:30 p.m. by Mayor Mike Buchite.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

MEMBERS PRESENT: Mike Buchite, Ross Rivard, John Tangen, Larry Julik-Heine, Mary Jo Murphy

MEMBERS ABSENT:

OTHERS PRESENT: Adam Berklund – Coordinator/Zoning Administrator, Elizabeth Nealley – Clerk/Treasurer.

ADOPTION OF AGENDA

MOTION BY RIVARD/JULIK-HEINE TO APPROVE THE AGENDA AS PRESENTED, FOR THE DECEMBER 26, 2018 TAYLORS FALLS CITY COUNCIL MEETING. MOTION CARRIED UNANIMOUSLY.

ADOPTION OF CONSENT AGENDA

MOTION BY TANGEN/MURPHY TO APPROVE/ACCEPT THE FOLLOWING CONSENT AGENDA ITEMS: STAFF REPORTS; COMMISSION/BOARD OR COMMITTEE MINUTES/REPORTS; CONSIDER PHYSICAL EXAMINATION FOR FIREFIGHTERS; CONSIDER APPROVAL OF CLAIMS & PAYROLL; AND CORRESPONDENCE. MOTION CARRIED UNANIMOUSLY.

APPOINT SECRETARY

MOTION BY MURPHY/RIVARD TO APPOINT JOHN TANGEN AS SECRETARY FOR THE CLOSED SESSION PORTION OF THIS MEETING. MOTION CARRIED UNANIMOUSLY.

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. AYES: ALL. MOTION CARRIED UNANIMOUSLY. The Council entered closed session at 6:31 p.m.

RETURN TO OPEN MEETING

The Mayor declared that the Council ended its closed meeting at 6:50 p.m.

MOTION BY MURPHY/JULIK-HEINE TO RETURN TO OPEN SESSION. AYES: ALL. MOTION CARRIED UNANIMOUSLY.

PERSONS PRESENT AT RETURN OF OPEN MEETING

MEMBERS PRESENT: Mike Buchite, Ross Rivard, John Tangen, Larry Julik-Heine, Mary Jo Murphy

MEMBERS ABSENT:

OTHERS PRESENT: Elizabeth Nealley – Clerk/Treasurer

SUMMARY OF CLOSED MEETING

The Mayor declared the Council evaluated the job performance evaluation of City Clerk/Treasurer Elizabeth Nealley in its closed meeting. The closed meeting tape was sealed by the Mayor and placed in the locked employee file cabinet.

OPEN MEETING CALL TO ORDER

The Taylors Falls City Council continued their regular meeting on Wednesday, December 26, 2018 at 6:50 p.m. in the Council Chambers at City Hall, 637 First Street, Taylors Falls, Minnesota.

APPROVAL OF MINUTES OF PREVIOUS CITY COUNCIL MEETING MINUTES

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE MINUTES OF THE TAYLORS FALLS CITY COUNCIL MEETINGS HELD ON DECEMBER 10, 2018.

PUBLIC FORUM

NONE

STAFF REQUESTS

NONE

COMMISSION, BOARD OR COMMITTEE MINUTES/REPORTS

NONE

UNFINISHED BUSINESS

NONE

NEW BUSINESS

CONSIDER PERFORMANCE EVALUATION OF CLERK-TREASURER

Mayor Buchite summarized the closed portion of the performance evaluation and recommended, as discussed, to remove the probationary status after 6 months and to increase hourly wage of \$1.00/hour as of January 1, 2019. This decision was upon the conclusion of exceeding expectations in utility billing, payroll and the Banyon software in general.

MOTION BY MURPHY/JULIK-HEINE TO LIFT PROBATION FROM CLERK-TREASURER ELIZABETH NEALLEY AND INCREASE HOURLY PAY \$1.00 STARTING JANUARY 1, 2019.

MOTION CARRIED UNANIMOUSLY.

CONSIDER RESOLUTION 18-12-01 ADOPTING FINAL 2019 BUDGET AND TAX LEVY

Mayor Buchite explained that we held a public hearing to discuss the City's final budget on December 10th with no comments, though there were residents in attendance. He discussed the confusion of actual property taxes increasing, but this was due to the fact that property values have risen, but not due to the fact that the City is taxing more as our tax rate has gone down once again.

MOTION BY JULIK-HEINE/RIVARD TO ADOPT RESOLUTION 19-12-01 AS PRESENTED, ADOPTING THE FINAL 2019 BUDGET AND TAX LEVY 2018, COLLECTIBLE IN 2019 IN THE AMOUNT OF \$678,308.66.

MOTION CARRIED UNANIMOUSLY.

CONSIDER LIGHTING UPGRADE AT CITY HALL AND FIRE HALL

Council Member Rivard reported that the City had received bids from three contractors to upgrade City Hall lighting to LED. One of the ideas for the Special Projects Fund was to upgrade all lighting to LED. We have already completed outdoor lighting downtown and at city buildings. We received a quote from Andrie Electric, Don Cloutier Electric and D.T. Kuehl Electric to complete this project, items include:

- Retrofit 172 fluorescent fixtures to double end LED lamps with ballast removal
- Replace 16 HID fixtures in fire hall to 150 watt LED UFO fixtures with shade
- Install 3 LED dimmers
- Retrofit 31 incandescent recessed cans to LED modules
- Retrofit 3 HID recessed cans to LED modules
- Replace 2 wall packs to LED 7 wall
- Replace 2 parking lot fixture heads to LED forward throw

Council Member Rivard explained that the bids were apples to apples comparable and that Andrie Electric had the lowest bid. He also mentioned that the current lighting allowed for about 3,000 hours per bulb, and the upgrade would allow for 50,000 hours and that in 2 – 2.5 years we will have made our money back.

MOTION BY TANGEN/JULIK-HEINE TO APPROVE ESTIMATE FROM ANDRIE ELECTRIC TO UPGRADE THE CITY HALL AND FIRE HALL LIGHTING TO LED AT A COST OF \$15,295 TO BE PAID FROM THE SPECIAL PROJECTS FUND (413-48000-500).
MOTION CARRIED UNANIMOUSLY.

CONSIDER PAYMENT TO PARK CONSTRUCTION

Council Member Rivard explained that he talked with the engineer and what happened is that the quantities he (engineer) estimated came in higher. These additional costs were not due to the contractor, but due to the initial estimate.

MOTION BY JULIK-HEINE/RIVARD TO APPROVE PAYMENT TO PARK CONSTRUCTION FOR OVERAGES OF \$9,698 ON THE RIVER STREET PROJECT TO BE PAID FROM THE STREET IMPROVEMENTS FUND (650-43100-300).
MOTION CARRIED UNANIMOUSLY.

CONSIDER SALES TAX ON SINGLE AXLE PLOW TRUCK

Mayor Buchite reported that he talked with the City Attorney and was informed that townships, not cities were exempt from sales tax for maintenance vehicles. This is due to the fact that cities, and not townships receive state aid for street improvements yearly.

Council Member Murphy explained that she did some research and that it is vehicle specific and that the wording of “town” is defined as a township.

MOTION BY MURPHY/JULIK-HEINE TO APPROVE PAYMENT OF SALES TAX AND LICENSING FOR THE FREIGHTLINER PLOW TRUCK APPROVED FOR PURCHASE AT THE DECEMBER 10 CITY COUNCIL MEETING TOTALLING \$6,593.39 TO BE PAID FROM THE GENERAL FUND (101-10100).
MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

CONSIDER PHYSICAL EXAMINATIONS FOR FIREFIGHTERS

THE CITY COUNCIL APPROVED BY CONSENT AGENDA TO APPROVE QUOTE FROM MED COMPASS TO PERFORM PHYSICALS ON 23 FIREFIGHTERS ON MARCH 23RD AT A COST OF \$1,610.00 TO BE PAID FROM THE MEDICAL FEES FUND (101-42260-305).

LIAISON OR COUNCIL MEMBER REPORTS

Mary Murphy – reported that the EDC would be meeting early in January and will present prospective projects to the Mayor.

ADJOURNMENT

MOTION BY MURPHY/JULIK-HEINE TO ADJOURN THE MEETING OF THE TAYLORS FALLS CITY COUNCIL HELD THIS DECEMBER 26, 2018. MOTION CARRIED UNANIMOUSLY.

Being no further business to come before the Council, the Meeting adjourned at 7:15 p.m.

Michael D. Buchite, Mayor

Adam Berklund, Coordinator-Zoning Administrator

APPROVED: FEBRUARY 11, 2019