

**TAYLORS FALLS CITY COUNCIL MEETING
COUNCIL CHAMBERS
MONDAY, MARCH 12, 2018 – 7:00 P.M.**

MINUTES

The Agenda for this Meeting was posted Wednesday, March 7, 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 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, Larry Julik-Heine, Mary Jo Murphy, John Tangen

MEMBERS ABSENT: None

OTHERS PRESENT: Adam Berklund – Coordinator/Zoning Administrator, Troy Aanonsen – HPC Chair, Greg Marsten – Inter County Leader, Denise Martin – Chisago County Press, Paul Rignell – Ledger Press, Jacob Guzik – Bolton & Menk, Lynn Longnecker – Wannigan Day Committee.

ADOPTION OF AGENDA

MOTION BY MURPHY/TANGEN TO APPROVE THE AGENDA AS AMENDED, FOR THE MARCH 12, 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 SETTING DATE FOR LOCAL BOARD OF APPEALS AND EQUALIZATION AND APPEALS; CONSIDER 2018 SOLID WASTE LICENSES; CONSIDER RESOLUTION 18-03-02 ACCEPTING A DONATION FROM ADIUM OIL COMPANY; CONSIDER 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 MEETINGS HELD ON FEBRUARY 12, 2018.

PUBLIC FORUM

NONE

STAFF REQUESTS

NONE

COMMISSION, BOARD OR COMMITTEE MINUTES/REPORTS

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE MEETING MINUTES OF THE TAYLORS FALLS LIBRARY BOARD HELD ON FEBRUARY 28, 2018.

UNFINISHED BUSINESS

NONE

NEW BUSINESS

CONSIDER WANNIGAN DAY COMMITTEE REQUEST

Lynn Longnecker, from the Wannigan Day committee was in attendance to update the City Council on the plans for Wannigan Days 2018. He reported that the committee moved the date back to the original July date and will be held July 20 – 22 this year.

The biggest question he had was how the City would disburse the funds. Coordinator Berklund reported that he discussed the matter with the City's auditor and the group would need to be some sort of subcommittee of the City. That the disbursement of what was budgeted (\$2,500) and the Community Fund grant (\$1,000) would be similar to how CERT spends funds. They are allowed to spend up to \$1,000 on their own, anything over the \$1,000 mark would need Council approval. Mayor Buchite recommended to come up with a list of the major expenses, provide it to City Staff and they would get it to Council for approval.

Longnecker questioned whether or not the committee could open a checking account with the City's tax id to pay the invoices. Berklund stated that the auditor said no. They would need to submit the invoices and the city would cut the check, or have someone on the committee pay it directly and submit a reimbursement form. If they wanted to open a checking account they would either need to do it on their own, possibly apply to be a 501(c)3 organization.

NO ACTION WAS TAKEN AT THIS TIME.

CONSIDER RIVER STREET PAVING/CURB & GUTTER PROJECT

Council Member Rivard reported that the River Street paving project for 2018 is expected to cost over \$100,000 so it will need to go through the competitive bidding process. Our new engineer Jake Guzik, of Bolton & Menk has submitted preliminary estimates on the costs of paving and curb & gutter. The project will be from Bench Street to Maple Street, approximately 2,600 feet. It will be reclaimed and repaved to the current width of 24'. Curb and gutter will be replaced along the entire west side of the street. Preliminary construction cost estimates are \$198,070.

It was recommended by Public Works Superintendent Mike Kriz and liaisons that due to the size of this project it would be critical to have an engineer involved. Bolton & Menk proposes to complete the work for a not to exceed \$29,000 and could be less.

MOTION BY RIVARD/JULIK-HEINE TO APPROVE PROPOSAL FROM BOLTON & MENK TO PROVIDE PROFESSIONAL SERVICES FOR THE RIVER STREET PAVING PROJECT AT A COST NOT TO EXCEED \$29,000 TO BE PAID FROM THE STREET IMPROVEMENT FUND (650-43100-540).

MOTION CARRIED UNANIMOUSLY.

DELIVERABLES INCLUDE:

- BIDDING DOCUMENTS CONSISTING OF PLAN SHEETS, CONSTRUCTION SPECIFICATIONS, AND EJCDC CONSTRUCTION CONTRACTS FOR THE RECLAMATION OF RIVER STREET.
- STAKING SURVEY FOR CONCRETE CURB & GUTTER.
- PREPARE AND DELIVER ADVERTISEMENT FOR BID TO LEGAL NEWSPAPER AND APPROPRIATE TRADE PUBLICATIONS
- ATTEND BID OPENING, REVIEW BIDS, AND MAKE RECOMMENDATION TO CITY FOR AWARDED CONTRACT
- PREPARE AGENDA AND COORDINATE PRECONSTRUCTION CONFERENCE
- REVIEW QUANTITIES INSTALLED AND MAKE RECOMMENDATION OF PAYMENT
- CONSTRUCTION INSPECTION.

MOTION CARRIED UNANIMOUSLY.

CONSIDER EXTENSION OF 2018 GULLY PROJECT

Council Member Julik-Heine reported that last week Mary Jo Youngbauer from the Chisago County Soil and Water Conservation District reached out with a couple options to expand the project that was awarded at the February meeting. They have some estimates for each of them and requested the City to be the cost-share participants as in the past. Due to the dollar amount I reached out to the auditor to see if we needed to go through the formal bidding process again. What he told me is that we are not at the competitive bidding threshold and that once we receive a bid from Shoreline, with approval from the County, we could just add it to the previous contract. This will save a considerable amount in mobilization costs.

Mary was happy to hear this, but they have yet to choose which of the two projects they would be doing. We can approve conditional upon the County accepting the proposal.

The first project they are looking at is a sediment control basin at the corner of First and Chestnut (Hanson's property) and the second would be similar rock check dams like what is between West and Walnut, but would be in between Colby and Folsom (Hasselquist and Murphy's property).

He reminded Council Members that Erosion Never Sleeps.

MOTION BY RIVARD/JULIK-HEINE TO APPROVE REQUEST FROM THE CCSWCD TO EXPAND THE 2018 GULLY PROJECT AND AWARD THE ADDITIONAL PROPOSAL TO SHORELINE LANDSCAPING, CONDITIONAL UPON APPROVAL OF BID BY THE CCSWCD.
MOTION CARRIED WITH COUNCIL MEMBER MURPHY ABSTAINING.

CONSIDER 2018 FIRE CONTRACT WITH SHAFER TOWNSHIP

Council Member Murphy reported that an agreement for the 2018 fire service contract with Shafer Township was complete. Contract for services will be \$16,359.56, slightly less than 2017 (\$16,689.60) due to fewer fire runs. It was decided that the contract would be for only one year due to an anticipated increase in 2019 due to radio upgrades.

MOTION BY JULIK-HEINE/TANGEN TO APPROVE THE 2018 FIRE CONTRACT FOR SERVICES WITH SHAFER TOWNSHIP, AS PRESENTED, AT A COST OF \$16,359.56.
MOTION CARRIED UNANIMOUSLY.

CONSIDER TRAINING REQUEST FROM TF FIRE DEPARTMENT

Council Member Murphy also reported that the Fire Department is requesting to send three firefighters to Officers Training in Duluth from March 16-18, the breakdown of costs is:

3 firefighters @ \$51.00 max per diem = \$153.00 x 2 days = \$306.00

(there is a continental breakfast, so this number should be much lower).

Hotel rooms @ \$225.48 x 2 nights = \$450.96

Registration – 3 @ 235 = \$705.00

Mileage – 130 miles x 2 @ \$0.545/mile= \$141.70

Total = **\$1,603.66**

Registration should be reimbursed by state.

MOTION BY RIVARD/JULIK-HEINE TO APPROVE TRAINING REQUEST FROM FIRE DEPARTMENT TO ATTEND OFFICER TRAINING IN DULUTH FROM MARCH 16-18 WITH A COST NOT TO EXCEED \$1,603.66 TO BE PAID FROM THE TRAINING AND INSTRUCTION FUND (101-42260-208).
MOTION CARRIED UNANIMOUSLY.

CONSIDER MAINTENANCE OF FIRE DEPARTMENT EQUIPMENT

Council Member Murphy also reported that regularly scheduled maintenance has been set up for the fire trucks. Services include:

- Oil Changes
- Filter Replacement
- Generator & Pump Service
- Belt Inspection
- Air Filter
- Pump Rectification on Engine 1 & 2

Murphy stated that the Fire Department received an estimate of \$2,402.76 from Foreman Fire Service & Repair, who will come out and do the service at the fire hall. As this is over \$1,000 it must be approved by Council.

MOTION BY MURPHY/TANGEN TO APPROVE ESTIMATE FROM FOREMAN FIRE SERVICE & REPAIR FOR MAINTENANCE TO THE FIRE TRUCKS AT A COST OF \$2,402.76, TO BE PAID FROM THE REPAIRS MAINTENANCE EQUIPMENT FUND (101-42260-404).
MOTION CARRIED UNANIMOUSLY.

CONSIDER RESOLUTION 18-03-01 SUPPORTING THE ECRDC PHASE I PLANNING PROGRAM

Coordinator Berklund reported that East Central Regional Development Commission (ECRDC) recently submitted a letter of intent to the Minnesota Department of Transportation (MnDOT) to apply for an Organizational Planning/Development grant to establish a Regional Transportation Coordinating Council (RTCC) for Pine, Isanti, Chisago, Kanabec, and Mille Lacs counties (Region 7E) in east central Minnesota.

Transportation services are provided in a variety of ways in East Central Minnesota and across the State. Services come in many different forms and are administered by a wide range of organizations. Unfortunately, understanding the availability and accessibility of these services can be challenging. Inconsistent established connections among transportation providers result in gaps, redundancies, and other system inefficiencies. Formalized and increased coordination between providers and services agencies will result in an efficient system of transportation options, which will provide customers easier access to services that meet their travel needs. Establishing an RTCC would seek to improve this efficiency and coordination.

The ECRDC's role in this planning project would be to identify a formal structure (i.e. non-profit, Joint Powers) and operations plan for an RTCC in Region 7E. This will include the development of organizational Articles of Incorporation and By-Laws; identifying Council membership and staffing; and a process for budgeting, finances, and quality assurance.

MOTION BY TANGEN/RIVARD TO ADOPT RESOLUTION 18-03-01 A RESOLUTION OF SUPPORT OF ECRDC FOR CONDUCTING A PHASE I PLANNING PROJECT FOR ESTABLISHING REGIONAL TRANSPORTATION COORDINATING COUNCILS.
MOTION CARRIED UNANIMOUSLY.

SET DATE FOR LOCAL BOARD OF APPEALS AND EQUALIZATION

THE CITY COUNCIL APPROVED BY CONSENT AGENDA TO SET THE DATE FOR THE BOARD OF APPEALS AND EQUALIZATION FOR WEDNESDAY APRIL 11, 2018 AT 6:00 PM.

CONSIDER 2018-2019 SOLID WASTE PERMITS

THE CITY COUNCIL APPROVED BY CONSENT AGENDA TO APPROVE THE 2018 TAYLORS FALLS SOLID WASTE PERMITS FOR THE FOLLOWING COMPANIES:

- CROIX VALLEY PICK-UP – CHISAGO CITY, MN
- SRC (DBA: TOWN & COUNTRY DISPOSAL) – WYOMING MN
- WASTE MANAGEMENT OF NORTHERN WISCONSIN – SOMERSET, WI
- DEM-CON COMPANIES LLC. – SHAKOPEE, MN
- SHAFER ROLLOFF, LLC – NORTH BRANCH, MN
- CHISAGO LAKES SANITATION, LLC. – CHISAGO CITY, MN

CONSIDER RESOLUTION 18-03-02 ACCEPTING A DONATION FROM ADIUM OIL COMPANY

THE CITY COUNCIL APPROVED BY CONSENT AGENDA TO ADOPT RESOLUTION 18-03-02 ACCEPTING A DONATION FROM ADIUM OIL COMPANY.

APPROVAL OF CLAIMS & PAYROLL

THE CITY COUNCIL APPROVED BY CONSENT AGENDA THE PAYMENT OF CHECK NUMBERS 30042 - 30097 TOTALING \$73,898.40 FOR FEBRUARY/MARCH EXPENDITURES AND CHECKS 7384 – 7397 TOTALING \$18,300.31 FEBRUARY/MARCH PAYROLL.

LIAISON OR COUNCIL MEMBER REPORTS

Larry Julik-Heine – reported that the Public Works guys have been busy plowing, and commended them on the great job they are doing.

John Tangen – reported that the HPC would be meeting on this coming Wednesday. Also that he attended the Beyond the Yellow Ribbon meeting on February 21st, which is a group of people (City Officials included) that is brainstorming veterans outreach programs.

Ross Rivard – reported that the PC meet on Wednesday afternoon with Sergeant Carroll to discuss enforcement of the nuisance ordinance, and how the Planning Commission is looking at how we can clean up some of the properties within the City.

Mary Murphy – reported that the EDC met on March 7th, and that the new members are working very well together. They are looking to update the City's Strategic Guide that was published in 2001, determining whether we have met any of our short or long term goals.

Also that the Wannigan Day committee was meeting tonight but she could not attend.

Mayor Buchite – reported that the audit was completed this week and that our General Fund is strong.

ADJOURNMENT

MOTION BY MURPHY/TANGEN TO ADJOURN THE MEETING OF THE TAYLORS FALLS CITY COUNCIL HELD THIS MARCH 12, 2018. MOTION CARRIED UNANIMOUSLY.

Being no further business to come before the Council, the Meeting adjourned at 7:50 p.m.

Michael D. Buchite, Mayor

Adam Berklund, Coordinator-Zoning Administrator

APPROVED: APRIL 9, 2018