

TAYLORS FALLS CITY COUNCIL MEETING MINUTES

City Hall, Council Chambers

Monday, January 13, 2020 - 7:00 pm

The Agenda for this Meeting was posted Wednesday, January 8, 2020 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 7:00 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: Elizabeth Nealley (Clerk-Treasurer), Jacob Guzik (Engineer, Bolten & Menk)

ADOPTION OF AGENDA

Clerk-Treasurer Elizabeth Nealley asked that item #1- payment to Jeff's Small Engine be pulled from New Business because it is for the mower and the purchase was approved in November of 2019. Motion by Rivard / Julik-Heine to approve the amended Agenda for the Monday, January 13, 2020 Taylors Falls City Council Meeting. Motion carried unanimously.

ORGANIZATIONAL MEETING

Election of Vice-Mayor

Council Member John Tangen nominated Council Member Ross Rivard to be Vice-Mayor.

Motion by Murphy / Julik-Heine to elect Council Member Ross Rivard as Vice-Mayor. Motion carried unanimously.

Adoption of Resolution 20-01-01: 2020 Organization

Motion by Murphy / Julik-Heine to approve Resolution 20-01-01: 2020 Organization. Motion carried unanimously.

Adoption of Resolution 20-01-02: 2020 Fee Schedule

Motion by Rivard / Tangen to approve Resolution 20-01-02: 2020 Fee Schedule. Motion carried unanimously.

Adoption of Resolution 20-01-03: 2020 Employee Compensation and Benefits

Motion by Murphy / Julik-Heine to approve Resolution 20-01-03: 2020 Employee Compensation and Benefits. Motion carried unanimously.

Adoption of Resolution 20-01-04: 2020 Reimbursement Rates

Motion by Tangen / Rivard to approve Resolution 20-01-04: 2020 Reimbursement Rates. Motion carried unanimously.

Adoption of Resolution 20-01-05: 2020 Quarterly Transfers

Motion by Julik-Heine / Murphy to approve Resolution 20-01-05: 2020 Quarterly Transfers. Motion carried unanimously.

Review of Goals and Directives for 2020

Motion by Julik-Heine / Rivard to approve the Goals and Directives for 2020. Motion carried unanimously.

ADOPTION OF CONSENT AGENDA

Motion by Murphy / Tangen to approve/accept the following Consent Agenda items: Minutes from previous meetings; Staff reports; Commission, Board, or Committee minutes/reports; Consider Technical Water Conference training for Public Works Superintendent; Approval of claims and payroll; and Correspondence. Motion carried unanimously.

PUBLIC FORUM - None

STAFF REQUESTS

Consider Technical Water Conference training for Public Works Superintendent

The City Council approved by Consent Agenda the request from Public Works Superintendent Mike Kriz for training at the Water and Wastewater Technical Conference, with registration at a cost of \$250.00, to be paid from the training and instruction fund (101-43100-208).

COMMISSION, BOARD, OR COMMITTEE MINUTES/REPORTS - None

OLD BUSINESS - None

NEW BUSINESS

Consider audit preparation from AEM

Clerk-Treasurer Elizabeth Nealley explained that audit preparation services from Abdo Eick and Meyers would cost between \$2,000.00 and \$3,000.00. This is down from the \$4,600.00 originally quoted. The Clerk-Treasurer said that she does not foresee the need for as much preparation in 2021. Discussion followed.

Motion by Murphy / Julik-Heine to approve the request from Clerk-Treasurer Elizabeth Nealley for audit preparation from AEM (Abdo Eick and Meyers) at a cost not to exceed \$3,000.00, to be paid from a fund to be determined by City Staff. Motion carried unanimously.

Consider contracting with AEM for year end reporting

Clerk-Treasurer Elizabeth Nealley mentioned the large administrative workload due to recent staff turnover and that there is a need to prioritize job duties. The yearend W2 and 1099 reporting is one thing that can be contracted to AEM (Abdo Eick and Meyers) to save time. The Clerk-Treasurer believes City Staff will be able to resume these duties in 2021. Discussion followed.

Motion by Murphy / Julik-Heine to approve the yearend preparation and processing of W2s and 1099s by AEM (Abdo Eick and Meyers) at a cost not to exceed \$3,000.00 from a fund to be determined by City Staff. Motion carried unanimously.

CONSENT AGENDA - Only one item, see Staff Requests

APPROVAL OF CLAIMS & PAYROLL

The City Council approved by Consent Agenda payment of payroll check numbers 7697-7743 totaling \$29,797.44; as well as check numbers 30956-30983 and electronic check numbers 6302403-6302409 totaling \$119,704.51 for the previous month's expenditures.

LIAISON OR COUNCIL MEMBER REPORTS

Larry Julik-Heine

- said that improvements to Cherry Hill Park were discussed at the last Parks and Recreation Commission meeting. He mentioned that the next Highway 8 Task Force meeting was scheduled for February. Larry also updated that the Public Works Department was preparing for the upcoming snow storms.

John Tangen

- said that the Heritage Preservation Commission would be meeting next Wednesday and would be discussing a potential new member.

Ross Rivard

- said that the Planning Commission would meet in March.

Mary Murphy

- had no new news from the Economic Development Commission.

Mayor Mike Buchite

- reminded everyone that the Open Meeting rules apply to commissions. He is open to meeting quarterly with the Commission Chairs.

- mentioned the recent passing of Clayton Rivard and John Larson.

ADJOURNMENT

Motion by Julik-Heine / Murphy to adjourn the meeting of the Taylors Falls City Council held this Monday, January 13, 2020. Motion carried unanimously.

Being no further business to come before the Council, the Meeting adjourned at 7:28 pm.

Michael D. Buchite, Mayor

Elizabeth Nealley, Clerk-Treasurer

APPROVED

Monday, February 10, 2020