

TAYLORS FALLS CITY COUNCIL MEETING MINUTES

City Hall, Council Chambers Monday, April 8, 2019 - 7:00 pm

The Agenda for this Meeting was posted Wednesday, April 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 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: Mike Buchite, Ross Rivard, Larry Julik-Heine, John Tangen, Mary Murphy

Members Absent: None

Others Present: Adam Berklund (Coordinator-Zoning Administrator), Elizabeth Nealley (Clerk-Treasurer), Craig Olson (Fire Chief), Brian Kahl (Auditor, Abdo, Eick & Meyers), George Sinn (Weber, Inc.), Denise Martin (Chisago County Press), Lars Heineke (Eagle Scout), Neil Heineke (Eagle Scout Parent)

ADOPTION OF AGENDA

The Agenda was amended to remove item #5 - Consider Coordinator-Zoning Administrator training request, add item #13 - Consider estimate from General Repair Service for lift station pump replacement, add item #14 - Consider EDC recommendation to contract with Design in the Light Graphic Design, add item #17 - Consider alternate member to EDC, and move item #7 - Consider Public Works training to the Consent Agenda. Motion by Rivard / Julik-Heine to approve the amended agenda for the April 8, 2019 Taylors Falls City Council Meeting. Motion carried unanimously. The agenda was followed in this order: New Business items #1, #2, Public Forum, New Business items #8 through #12, #3 through #6, and then #13 and #14.

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 Public Works Training; Consider payment to Row Sewer for pumping lift station; Consider amendment to Fee Schedule for mileage rate; Consider Alternate member to EDC; Approval of claims and payroll; and Correspondence. Motion carried unanimously.

PUBLIC FORUM

Lars Heineke is an Eagle Scout who volunteered to do some work for the City. He and his crew of 14 did a complete makeover of the covered bridge and surrounding area. Lars reported that they spent 121 hours and spent \$721.00 out of a budget of \$1,000.00. They touched up the retaining wall. They used five tons of crushed rock to redo the path. The rock was donated by Dresser Traprock. Lars and the others put in two drainage pipes, sanded down the graffiti on the bridge, and stained it. They also replaced a few sideboards, put a metal cap on the arch, and cleared out the brush. The City Council expressed appreciation for the hard work.

STAFF REQUESTS

None

COMMISSION, BOARD OR COMMITTEE MINUTES/REPORTS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

Consider request from Chisago Lakes School District

George Simm is Project Manager of Weber Inc., the contractors for the additions to be added on to Taylors Falls Elementary School. He requested that the five ton limit on West Street be changed to a seven ton limit to prevent delays to the project. Mayor Buchite explained that he had spoken with the City's engineer, Jake Guzik at Bolton & Menk. He also spoke with Steve Heth, the City's former engineer. Both recommended not raising the road restrictions because it would damage West Street. West Street had just been repaved two years ago at a cost of \$180,000.00. Discussion followed.

Motion by Murphy / Julik-Heine to deny request from Weber Inc./Fratalone Co. to change the five ton road restriction limit on West Street. Motion carried unanimously.

Consider 2018 Financial Audit

Brian Kahl, City Financial Auditor from Abdo, Eick & Meyers LLP, was in attendance to present the 2018 audit to the City Council. He said there were no legal compliance issues with the State of Minnesota. He mentioned internal controls and segregation of duties not being in place, but that it could not be helped due to limited staff. He recommended more timely bank reconciliation and deposits. Clerk-Treasurer Elizabeth Nealley noted that the bank reconciliation was not up-to-date when she started in June of 2018. It was noted by the Mayor that the tax rate has continued to decrease over the past 17 years.

Motion by Murphy / Julik-Heine to accept the Taylors Falls 2018 Financial Audit as presented by Brian Kahl from Abdo, Eick & Meyers LLP. Motion carried unanimously.

Consider Amendments to Internal Controls Policy

Coordinator-Zoning Administrator Adam Berklund explained that the Internal Control Policy had not been updated since 2007. It still had incorrect job titles and duties.

Motion by Murphy / Tangen to approve the changes to the Taylors Falls Internal Controls Policy to correspond to current job titles and duties. Motion carried unanimously.

Consider Joint Powers Agreement with Chisago County for the Swedish Immigrant Trail

Coordinator-Zoning Administrator Adam Berklund described the proposed extension of the Swedish Immigrant Trail, the trailhead to be constructed at the Taylors Falls City Hall, and the expansion of the City Hall upper parking lot. Discussion followed.

Motion by Julik-Heine / Rivard to approve the City Hall Parking Lot / Trail Head Joint Powers Agreement between Chisago County and the City of Taylors Falls. Further moved to authorize the appropriate signatures on the agreement. Motion carried unanimously.

Consider Clerk-Treasurer training

Clerk-Treasurer Elizabeth Nealley explained her request to attend year one of the three-year certification program offered by the Minnesota Municipal Clerks Institute. She also requested membership into the International Institute of Municipal Clerks, and the resources this would open up to the City. Discussion followed.

Motion by Murphy / Rivard to approve request from Clerk-Treasurer Elizabeth Nealley to attend the Minnesota Municipal Clerks Institute on May 6-8, 2019 in St. Cloud, Minnesota; and become a member of the International Institute of Municipal Clerks, at a cost not to exceed \$1,365.00. Motion carried unanimously.

Consider Fire Department request for tires on engine #4

Discussion followed.

Motion by Julik-Heine / Tangen to approve request from the Fire Department to accept the quote from A-1 Tire Service to replace the tires on engine #4 at a cost of \$3,325.84, to be paid from the repairs maintenance equipment fund (101-42260-404). Motion carried unanimously.

Consider Fire Department request for new life jackets

Mary Murphy explained that the current life jackets are not at the needed 26 pound buoyancy, so new ones are needed to stay compliant. Discussion with Fire Chief Craig Olson followed.

Motion by Tangen / Julik-Heine to approve request from the Fire Department to accept the quote from Rescuegear for new life jackets at a cost of \$1,428.00, to be paid from the new equipment fund (101-42260-580). Motion carried unanimously.

Consider Fire Department request for contract with FireCatt for hose testing

Mary Murphy explained that it is both a Minnesota and Federal annual requirement to have hoses tested for pressure. Discussion with Fire Chief Craig Olson followed.

Motion by Julik-Heine / Rivard to approve request from the Fire Department to enter into a three year contract with FireCatt for hose testing at a cost of \$1,537.00 per year to be paid from the repairs maintenance equipment fund (101-42260-404). Motion carried unanimously.

Consider amendment to Fire Run Policy to include medical runs

Mary Murphy explained the proposed changes. Discussion with Fire Chief Craig Olson followed. John Tangen questioned why the proposed amount for rock falls and rope/river rescues was so low. Mayor Buchite questioned why the proposed amounts for structure fires was so high. Ross Rivard questioned the power line/pole related items. It was proposed to add a charge for medical runs.

Motion by Tangen / Julik-Heine to table the amendments presented by the Fire Department to adjust fees and add medical runs. Motion carried unanimously.

Consider Fire Department request for rock climbing rescue equipment

Discussion followed.

Motion by Murphy / Julik-Heine to approve request from the Fire Department to purchase rock rescue equipment from AHS Rescue at a cost of \$1,479.60 to be paid from the fire run fund (407-10100). Motion carried unanimously.

Consider estimate from General Repair Service for lift station pump replacement

Larry Julik-Heine and Ross Rivard explained how lift station #2 was flooded due to rainfall, and will be covered through insurance as an "act of God". All the equipment was shorted out. A temporary pump has been rented and is currently in use. The old system had been in place since 1985. Discussion followed.

Motion by Julik-Heine / Rivard to approve estimate from General Repair Service at a cost of \$32,805.88 for the installation of new pumps at the lift station, to be paid from the sewer fund and later reimbursed by insurance. Motion carried unanimously.

Consider EDC recommendation to contract with Design in the Light Graphic Design

Mary explained the EDC Visitor Map Project. Discussion followed.

Motion by Julik-Heine / Tangen to approve request from the Economic Development Commission to contract services from Design in the Light Graphic Design Creative Services for their visitor map project to be paid from the economic development fund (230-10100). Motion carried unanimously.

CONSENT AGENDA

Consider Public Works Training

The City Council approved by Consent Agenda training for Public Works Superintendent Mike Kriz to attend the Wastewater Operations Conference in Brooklyn Park from March 27-29, at a cost of \$415.00, to be paid from the training and instruction fund (101-43100-208).

Consider payment to Row Sewer for pumping lift station

The City Council approved by Consent Agenda payment to Row Sewer/Wild River at a cost of \$4,160.00 because of the failure of the pumps at the lift station.

Consider amendment to Fee Schedule for mileage rate

The City Council approved by Consent Agenda to amend Resolution 19-01-04, changing the mileage reimbursement from \$0.54 to \$0.58 per mile.

Consider Alternate member to EDC

The City Council approved by Consent Agenda to accept the recommendation by the Economic Development Commission to appoint Matt Unruh as an alternate member of the Economic Development Commission.

APPROVAL OF CLAIMS & PAYROLL

The City Council approved by Consent Agenda payment of payroll check numbers 7562-7567 totaling \$11,287.12; as well as check numbers 30600-30660 and electronic check numbers 6302332-6302358 and 8888888 totaling \$225,553.83 for March expenditures.

LIAISON OR COUNCIL MEMBER REPORTS

Larry Julik-Heine

- reported that the Park and Recreation Commission met last week and talked about improving the landscaping at Cherry Hill Park. He also, along with the Public Works department, met with the contractors at the elementary school to discuss the road restrictions. The Mayor mentioned that they had been invited to the Groundbreaking Ceremony at the school. Larry also reported about the success of the Friends of Taylors Falls Parks and Recreation's concert series at the Community Center.

John Tangen

- said that he met with the HPC last week.

Ross Rivard

- said that the Planning Commission will be meeting soon.

Mary Murphy

- reported that she met with the Fire Department, the EDC, and the Wannigan Committee. She also met with the County about radios. Mary said she had some information about someone who could remodel the ceiling in the Community Center.

Mayor Mike Buchite

- reported that Mike Kriz accepted the 2018 Wastewater Award on behalf of the City of Taylors Falls. He mentioned that in May there will be discussion about the downtown commercial property owned by the City. The north end needs to be surveyed before it can be filled. Steve Heth may work with the EDC on this. Finally, the Mayor was not able to attend the March 11th Taylors Falls City Council Meeting. He was meeting at the time with Minnesota State Representative Ryan Winkler, Minnesota State Representative Anne Neu, Minnesota State Senator Mark Koran, Wade Vitalis, Dan Raedeke, Judy Erickson, and Rep. Winkler's assistant. They were discussing the proposed name change of Interstate State Park. The Mayor and Wade Vitalis also went to testify in St. Paul on March 13th about why Interstate State Park's name should not be changed.

ADJOURNMENT

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

Being no further business to come before the Council, the Meeting adjourned at 8:36 PM.

Michael D. Buchite, Mayor

Elizabeth Nealley, Clerk-Treasurer

APPROVED

Monday, October 14, 2019