

**TAYLORS FALLS CITY COUNCIL MEETING
COUNCIL CHAMBERS
MONDAY, JANUARY 9, 2017 – 7:00 P.M.**

MINUTES

The Agenda for this Meeting was posted Wednesday, January 4, 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.

The Taylors Falls City Council held its meeting on Monday, January 9, 2017 at 7:00 p.m. in the Council Chambers at City Hall, 637 First Street, Taylors Falls, Minnesota.

CALL TO ORDER

The Meeting was called to order at 7:00 p.m. by City Clerk-Treasurer Mary Tomnitz.

PLEDGE OF ALLEGIANCE

All those present at the meeting recited the Pledge of Allegiance to the United States flag.

SWEARING IN OF MAYOR AND COUNCIL MEMBERS

Clerk-Treasurer, Mary Tomnitz, swore in Mayor Michael D. Buchite for his eighth two-year term along with Council Members Larry Julik-Heine and John Tangen.

ROLL CALL

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

MEMBERS ABSENT: None

OTHERS PRESENT: Mary Tomnitz, Clerk-Treasurer

ADOPTION OF AGENDA

MOTION: MURPHY MOVED, RIVARD SECONDED TO APPROVE THE AGENDA, FOR THE JANUARY 9, 2017 COUNCIL MEETING. MOTION CARRIED UNANIMOUSLY.

ADOPTION OF CONSENT AGENDA

MOTION BY: JULIK-HEINE-HEINE MOVED TANGEN SECONDED TO ACCEPT THE FOLLOWING CONSENT AGENDA ITEMS: MINUTES OF CITY COUNCIL MEETINGS HELD ON DECEMBER 9, AND DECEMBER 29, 2014; STAFF REPORTS; COMMISSION, BOARD OR COMMITTEE MINUTES/REPORTS; APPROVAL OF CLAIMS & PAYROLL; AND CORRESPONDENCE. MOTION CARRIED UNANIMOUSLY.

ORGANIZATIONAL PORTION OF THE MEETING

ELECTION OF VICE MAYOR

Tangen nominated to elect Ross Rivard as Vice-Mayor.

MOTION: MURPHY MOVED, JULIK-HEINE SECONDED TO CLOSE NOMINATIONS. MOTION CARRIED UNANIMOUSLY.

MAYOR BUCHITE CALL FOR A VOTE FOR ROSS RIVARD AS VICE MAYOR, ALL IN FAVORE NO ONE OPPOSED. NOMINATION CARRIED.

ADOPTION OF RESOLUTIONS

RESOLUTION 17-01-01, 2017 ORGANIZATION RESOLUTION

Official Newspaper – Chisago County Press

Official City Depositories – Midwest One Bank of St. Croix Falls, WI, Royal Credit Union, St. Croix Falls, WI and 4\$-M Fund, Minneapolis, MN

Council Liaisons:

Public Works – Ross Rivard and Larry Julik-Heine
Police & Fire Services – Mary Murphy
Personnel – Mayor Mike Buchite and John Tangen
Finance and Administration – John Tangen
Planning Commission – Ross Rivard
Economic Development – Mary Murphy
Park & Recreation – Larry Julik-Heine
Heritage Preservation – John Tangen
Library Board – Barb Anderson
Highway 8/95 Task Force – Larry Julik-Heine
Storm Water Utility Board of Review – Ross Rivard, Public Works Supervisor and Zoning Administrator
Legal Advisors – Kelly & Lennons, P.A.
Audit Services – Abdo Eick & Meyers, LLP
Financial Advisors – Ehlers & Associates, Inc
Engineering Services – Bolton & Menk, Inc
Health Officer – Dr. William Yong
City Process Server – Chisago County Sheriff's Department
Civil Defense Director – Fire Chief Mike Erding and Mary Murphy
Weed Inspector and Forester – Public Works Superintendent Mike Kriz
Fire Warden and Fire Marshall – Coordinator-Zoning Administrator-Zoning Administrator Adam
Berklund and Clerk/Treasurer Mary Tomnitz as the Fire Warden,
Mike Erding as Fire Marshall
Building Official – Jack Kramer

MOTION BY JULIK-HEINE SECONDED BY MURPHY TO ADOPT RESOLUTION 17-01-01, THE CITY OF TAYLORS FALLS 2017 ORGANIZATION RESOLUTION. MOTION CARRIED UNANIMOUSLY. (copy attached)

RESOLUTION 17-01-02 SETTING THE 2017 FEE SCHEDULE

Mayor Buchite noted City Coordinator-Zoning Administrator Berklund and Clerk/Treasurer Tomnitz recommend the addition of half day rentals at the cost of \$125.00 for a resident and \$150.00 for a non-resident. It was also recommended that no alcohol shall be present during these half day rentals.

MOTION BY TANGEN, SECONDED BY RIVARD TO ADOPT RESOLUTION 17-01-02, AS PRESENTED SETTING THE 2017 FEE SCHEDULE MOTION CARRIED UNANIMOUSLY (copy attached)

RESOLUTION 17-01-03 SETTING 2017 EMPLOYEE COMPENSATION AND BENEFITS

Mayor Buchite explained that he and Council Member Tangen had reviewed the workloads of the office administration between the Clerk/Treasurer and the City Coordinator-Zoning Administrator/duties and recommended the hours be changed. The Clerk Treasurer position will be increased to the 36 hours per week and the City Coordinator-Zoning Administrator will be decreased to 36 hour per week. Mayor Buchite noted he and Tangen had spoken with Berklund and Tomnitz prior this meeting. Buchite and Tangen will review again at a later date to see if any other adjustments need to be made.

MOTION BY MURPHY, SECONDED BY JULIK-HEINE TO ADOPT RESOLUTION 17-01-03, AS PRESENTED, SETTING 2017 EMPLOYEE COMPENSATION AND BENEFITS MOTION CARRIED UNANIMOUSLY. (copy attached)

RESOLUTION 17-01-04 SETTING 2017 REIMBURSEMENT RATES

MOTION BY MURPHY, SECONDED BY ROSS TO ADOPT RESOLUTION 17-01-04, AS PRESENTED, SETTING THE 2017 REIMBURSEMENT RATES. MOTION CARRIED UNANIMOUSLY. (copy attached)

RESOLUTION 17-01-05 APPROVING 2017 QUARTERLY TRANSFERS

MOTION BY JULIK-HEINE, SECONDED BY TANGEN TO ADOPT RESOLUTION 17-01-05 APPROVING 2017 QUARTERLY TRANSFERS FROM THE WATER AND SEWER FUNDS TO THE GENERAL FUND. MOTION CARRIED UNANIMOUSLY. (copy attached)

REVIEW OF GOALS & DIRECTIVES

Council reviewed the list of goals from 2016 and there are no additions for the 2017 goals for the City of Taylors Falls at this time. The Mayor recommended Council Members contact Staff if they, or their Commissions, would like to add to the list since it is a fluid document.

MOTION: MURPHY MOVED, RIVARD SECONDED TO APPROVE THE 2017 GOALS AND DIRECTIVES. MOTION CARRIED UNANIMOUSLY. (copy attached)

PUBLIC FORUM NONE

STAFF REPORTS & REQUESTS

ADMINISTRATIVE DEPARTMENT

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE JANUARY 2017 FINANCIAL REPORTS PRESENTED BY CLERK-TREASURER MARY TOMNITZ.

PUBLIC WORKS DEPARTMENT

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE JANUARY 2017 PUBLIC WORKS DEPARTMENT REPORT AS PRESENTED BY PUBLIC WORKS SUPERINTENDENT MIKE KRIZ.

CITY ATTORNEY

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE DECEMBER 2017 BILLING STATEMENTS FROM THE CITY ATTORNEY'S OFFICE OF KELLY AND LEMMONS, P.A.

COMMISSION, BOARD OR COMMITTEE MINUTES/REPORTS

None.

UNFINISHED BUSINESS

None

NEW BUSINESS Safe Routes to School – Julik-Heine updated the Council on the status of the Safe Routes to School Grant to reconstruct the sidewalks. Julik-Heine noted the next step is to submit the grant. Julik-Heine, Berklund, Mayor Buchite, Chisago Lakes Superintendent Joe Thimm, Heidi Miller Business Manager and Principal Jason Riebe met last week to discuss the need for the matching grant which is 20% of the \$250,000. This project benefits both the city and the school district with the agreement to split the cost of the matching grant in half which was \$25,000 each. The funds are not due for three to four years which will give the city time to budget the \$25,000. The route of the sidewalk is from the elementary school on the eastside of West Street, north to Maple, West on Maple to Cherry Hill for phase one of the project. The plan is to apply for additional grants in the future to go along Hwy 20 and connect into Bryant Woods. The goal is to have sidewalks from Rolling Ridge all the way to the school. The Park and Rec have some plans for a bridge from Cherry Hill Park into Eckdahl Meadows that would connect all of the neighbor hoods and give them a safe route to school. Council members Tangen, Murphy and Rivard agreed it was a good idea. Mayor

Buchite also thought it was a good idea and noted this step is to submit the grant and if awarded the Council would have to accept the grant by motions.

MOTION BY JULIK-HEINE, SECONDED BY MURPHY TO AUTHORIZE THE SUBMISSION OF THE TAYLORS FALLS SAFE ROUTES TO SCHOOL GRANT, AKNOWLEDGING THE \$50,000 MATCH THAT WILL BE SPLIT 50/50 WITH THE CHISAGO LAKES SCHOOL DISTRICT AND WILL BE BUDETED OVER THE COURSE OF FOUR YEARS. MOTION CARRIED UNANIMOUSLY.

APPROVAL OF CLAIMS & PAYROLL

THE CITY COUNCIL APPROVED BY CONSENT AGENDA CHECK NUMBERS 029544 – 029567 TOTALLING \$208,558.70;

LIAISON OR COUNCIL MEMBER REPORTS

Larry Julik-Heine – Nothing for the Parks & Recreation. Public Works Report submitted by Mike Kriz. Some of the highlights would be the single axel truck has been running well, the sewer lining has be completed, the chair has been removed and hopefully a new chair will be in place for next summer.

John Tangen – reported the HPC o Wednesday.

Ross Rivard – The Planning Commission reviewed last Monday and they are just about done reviewing and brining up to date. Hopefully the Public Hearing can be held in March or April.

Mary Murphy – Will be working with Adam for potential EDC members.

Mayor Buchite – Nothing new to share.

Clerk Tomnitz - Noted there will be a special Election on February 14, 2017 for District 32B.

CORRESPONDENCE

THE CITY COUNCIL ACKNOWLEDGED BY CONSENT AGENDA THE FOLLOWING CORRESPONDENCE PROVIDED IN THE JANUARY 9, 2017 CITY COUNCIL MEETING PACKET:

1. STAFF CORRESPONDENCE & EMAIL'S

ADJOURNMENT

MOTION BY JULIK-HEINE SECONDED BY MURPHY TO ADJOURN THE MEETING OF THE TAYLORS FALLS CITY COUNCIL HELD THIS 9TH OF JANUARY, 2017. MOTION CARRIED UNANIMOUSLY.

Being no further business to come before the Council, the Meeting adjourned at 7:25 p.m.


Mike Buchite, Mayor


Mary Tomnitz, Clerk-Treasurer

APPROVED: