

TAYLORS FALLS CITY COUNCIL MEETING MINUTES  
City Hall, Council Chambers  
Monday October 9, 2023

The Agenda for this Meeting was posted October 9, 2023 at City Hall, the Post Office. Copies were emailed to residents requesting such, and the Press was notified.

**CALL TO ORDER**

The Meeting was called to order at 6:04 pm by Vice Mayor Lee Samuelson.

**PLEDGE OF ALLEGIANCE**

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

**ROLL CALL**

Members Present: Vice Mayor Lee Samuelson, Tim Grote and Larry Julik-Heine.

Members Absent, Mayor Brandon Weiberg and Troy Aanonsen

Also present: Attorney F. Knaak, Mary Tomnitz, Zoning Administrator Elizabeth Haas, JoAnn Kuntemeier, Larry Long, Greg Schiftler, Matt Kaiser, Aaron Olson, Brian Dietz and Sarah Aadland.

Vice Mayor Samuelson sent his condolences on behalf of the city to the family of councilmember Troy Aanonsen for the passing of his mother.

**ADOPTION OF AGENDA**

*Julik-Heine moved, Grote seconded, to approve the agenda. Motion passed unanimously.*

**APPROVAL OF CONSENT AGENDA**

Grote had a few questions regarding the Fund balance report.

1. What is the Escrow fund? Clerk Tomnitz did a bit of research prior to the meeting regarding this fund. This fund has been used in the past to hold escrow money until projects have been completed. The last transaction Tomnitz could see was back in 2012. Tomnitz reached out to Brad from Abdo regarding the Escrow Fund balance of almost \$11,000 to see if there is a reason for the balance in this fund and could it be absorbed into the general fund.
2. SCDP Revolving Loan Fund has a balance of almost \$45,000. Tomnitz believed this fund is used for businesses to help with beautifying of the fronts of their buildings in the downtown area. When loans are paid off, the monies are available to help another business. Tomnitz did indicate she does not know the process for these funds.
3. Charitable Gambling Fund 803 - There is a little more than \$21,000 balance. What can those funds be used for? The LG510 form is completed annually for the state gambling board. Applicants tell how they use the 10% funds that are received from the gambling establishments. These establishments would be like the Goat Saloon and their pull tabs, but not from the Lions Club activities. Tomnitz said she would call the gambling board to see if there is any reason they cannot use these funds for Wannigan Days, Lighting Festival, etc.

*Julik-Heine moved, Grote seconded, to approve the Consent Agenda. Motion passed unanimously.*

**APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

None

**PUBLIC FORUM**

None

**OLD BUSINESS**

None

## **NEW BUSINESS**

1. Chisago Lakes School District Super Intendent Brian Dietz  
Mr. Dietz began by speaking about the Three Es: engage (personalize education for students), educate (the district is a leader in the region and state with test results and outcomes of students in the area of accountability), and empower (great literacy program in K-3; six career pathways for high school students; and offer college credits to give a two year degree without leaving the building). Dietz then addressed needs in the district, both the physical condition/needs of buildings and teacher/staff recruitment. He talked about school districts' major source of income is from the state, and referendums are used to generate monies for special projects.
2. Aaron Olson – Chisago Lakes School Board Candidate  
Aaron Olson introduced himself, provided information about his background and why he is running for a seat on the Chisago Lakes School Board.
3. Rezone – 343 and 349 Government St. from the Small-Town Zoning District with a Heritage Preservation overlay to the Downtown Commercial Zoning District with a Heritage Preservation overlay (Larry Long)  
Elizabeth Haas stated these properties had been zoned downtown commercial and re-zoned to small-town on June 10, 2019. The current owners are requesting a rezone from small-town to downtown commercial. Haas stated the rezone does meet all the requirements for the zoning map amendment for the zoning ordinance.  
Attorney Knaak complimented Ms. Haas on the very thorough job she did in researching and preparing her memorandum.

***Motion by Grote, second by Julik-Heine, to approve Resolution 2023-10-00 for an amendment to re-zone from small town with a Heritage Preservation overlay to downtown commercial with a Heritage Preservation overlay on properties 20.00252.00 which is 349 Government Street and parcel 20.00252.10 which is 343 Government Street. Motion carried unanimously.***

4. Discuss Waiving the New Sewer Hookup Fee for the City Hall to Hookup to City Sewer  
Julik-Heine asked why the fee should be waived. Grote responded when the city charges itself the fee, it is only moving money around. It requires paperwork for office staff. Tomnitz said some cities will charge the fee and then reverse the charges.  
Grote said the fund balance is healthy and the fee would be inconsequential.  
Julik-Heine asked what the hook-up fee is for residents. Tomnitz said it is \$2,500.

***Motion by Grote, second by Julik-Heine, to approve waiving the new sewer hookup fee for the City Hall to hook up to city sewer. Motion carried unanimously.***

5. Lions Club - Lawful Gambling Application  
Grote noticed the license application is missing a bingo event the Lions held on March 31st. He asked that the application be amended to include March 31, 2023.

***Julik-Heine made motion, Grote seconded, to approve the Minnesota Lawful Gambling application for the Lions Club.***

***Julik-Heine amended the motion, second by Grote, to include the March 31, 2023, bingo event on the application. Motion carried unanimously.***

6. Discuss Bringing Michelle Hansen on as a Permanent Employee  
Tomnitz reported Ms. Hansen has met her full hours with the temp agency and that it would be in the city's best interest to move her to part-time employee. This would be less expensive than paying the agency. Currently Hansen works 32 hours/week. This would qualify her for benefits of life insurance, paid time off, and PERA. PERA kicks in at 5200 or 5400 hours a year.

Julik-Heine referred to the two positions that were posted, Clerk and Treasurer, and wondered if this hire would apply to one of those postings. Tomnitz didn't think it would. The main objective was get her off the temp agency so the city wasn't paying additional costs.

Grote also expressed concerns how this affects upcoming interviews where Hansen has applied for one of the open positions. He preferred a friendly amendment that Michelle be brought on as a temporary full-time employee at 32 hours a week at \$25.00 per hour.

Attorney Knaak suggested doing this with the contingency that it does not go beyond whatever the decision of the council ultimately is for this position. Adopt but with the stated understanding that this is until such time as there is a decision on those other two positions.

Grote wondered what message would be sent to other candidates if Hansen is hired permanent now.

Tomnitz said Hansen has met the hours stated in the temp agency contract. If no decision is made tonight, she can stay under that same contract as their employee.

***Motion by Grote, second by Julik-Heine, to open the agenda item for discussion.***

***Motion by Julik-Heine, second by Grote, to approve hiring Michelle Hansen as a temporary employee up to 32 hours per week, with a pay of \$25.00 per hour. Motion carried unanimously.***

7. Discuss Replacement of HVAC Rooftop Unit

Quotes were received from Top Tier included a quote for a service agreement. The Aerotek Heating & Cooling bid included a yearly fee for maintenance.

Julik-Heine commented the Top Tier bid is \$6,000 more with the service contract.

Grote said he did look up the model number for the unit (Arcoair) proposed by Top Tier. He had never heard of that brand before. Both quotes included installation costs, including use of a crane. Aerotek is quite a bit less expensive and are local, in Lindstrom. They would install a Trane brand unit that comes with a better warranty.

Samuelson asked Tomnitz if there was enough money to pay for a new unit. She responded the payment would probably have to come out of Special Projects fund. She said the Capital fund is used for fire trucks and Public Works.

Grote said Special Projects has a \$12,000 balance, with no planned use for that money. He recommends using that money for the new unit, and paying the balance from the General Fund.

***Grote made motion, second by Julik-Heine, to engage Aerotek to replace the rooftop HVAC unit with money coming from Special Projects and the balance from the General Fund. Motion carried unanimously.***

8. Lumberjack Enterprises Contract – 2024 Wannigan Days

Julik-Heine felt the Lumberjack show was a great addition to Wannigan Days, and was previously well-attended. It totally blends in with our heritage celebration

***Motion by Grote to engage Lumberjack Enterprises to provide us entertainment on a date to be determined during Wannigan Days \$4,000 to \$4,200.***

Grote then amended his motion to:

***Motion by Grote, second by Julik-Heine, to approve hiring Lumberjack Enterprises for Wannigan Days on Saturday, July 20, 2024, for one full day, not to exceed \$6,000.00, the cost of which would be paid for either out of our Wannigan Days Fund and/or Charitable Gambling Fund. Motion carried unanimously.***

9. Sarah Aadland – Chisago Lakes School Board Candidate – Sarah introduced herself

Ms. Aadland was not present at this point, so Council decided to take a break while waiting for her.

***Grote moved, Julike-Heine seconded, to recess for not more than 10 minutes. Carried/Unanimous***

***Grote moved, Julike-Heine seconded, to resume the council meeting. Carried/Unanimous***

Discussion. Grote said the group should know the city will be picking up the tab as its contribution to their clean-up efforts. Paul Stenger worked that weekend, helping with the street sweeper.

9. General Fund Negative Balance of -\$266,324

Aanonsen said on April 4 the balance was -\$78,000 and at the May meeting it was -\$151,000. Tonight's report says the balance is -\$266,324 as of April 30. He wondered how much money there is in the current balance.

Tomnitz responded the May bank reconciliation has not been completed, so, therefore, the balances may not be accurate. Records are reconciled through April. She reiterated there will be a negative balance until we receive the tax settlement from the county in July. No monies are coming in, but there are expenses.

Grote said cash availability is sufficient to pay the bills and the total fund balance would support that.

***Grote made motion, second by Grote, to approve the bill payment under the Consent Agenda. Motion passed unanimously.***

SCHEDULE SPECIAL MEETING RE: THE SUBDIVISION. The Planning Commission public hearing is June 27, 2023. Bolton & Menk indicated they could get the information ready for council.

***Motion by Samuelson, second by Grote, to approve to schedule a special meeting for Wednesday, June 28, at 4:00pm for the purpose of approving the CUP of the subdivision at 1125 Chisago Street. Motion carried unanimously.***

Discussion. Grote asked if council would have opportunity to review the Planning Commission recommendation. Tomnitz responded she would send it out as soon as she receives it.

**ADJOURNMENT**

***Moved by Grote, second by Aanonsen, to adjourn the meeting of the Taylors Falls City Council held this Monday, June 12, 2023. Motion passed unanimously.***

Being there was no further business to come before the Council, the meeting adjourned at 9:00 pm.



Lee Samuelson, Vice Mayor

APPROVED

February 12, 2024



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