

**TAYLORS FALLS CITY COUNCIL MEETING  
COUNCIL CHAMBERS  
MONDAY, OCTOBER 24, 2011 – 7:00 P.M.**

**MINUTES**

The Agenda for this Meeting was posted Wednesday, October 19, 2011 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 met for a regular meeting on Monday, October 24, 2011 at 7:00 p.m. in 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 Mayor Mike Buchite.

**ROLL CALL**

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

MEMBERS ABSENT: John Tangen

OTHERS PRESENT: Clerk-Treasurer Jo Everson, Denise Martin from the Chisago County Press

**PLEDGE OF ALLEGIANCE**

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

**ADOPTION OF AGENDA**

The Agenda was amended by adding under New Business: **Consider Resignation of Larry Phillips as City Zoning Administrator-Coordinator.**

MOTION BY RIVARD/JULIK-HEINE TO APPROVE THE AGENDA, AS AMENDED, FOR THE OCTOBER 24, 2011 TAYLORS FALLS CITY COUNCIL MEETING. MOTION CARRIED UNANIMOUSLY.

**ADOPTION OF CONSENT AGENDA**

MOTION BY MURPHY/RIVARD TO APPROVE/ACCEPT THE FOLLOWING CONSENT AGENDA ITEMS: CONSIDER RESOLUTION 11-10-02 ADOPTING 2011 SPECIAL CHARGES; CONSIDER RESOLUTION 11-10-03 ACCEPTING A DONATION TO THE LIBRARY; CONSIDER PAYMENT TO MN HISTORICAL SOCIETY FOR INTERPRETIVE SIGNS; CONSIDER APPOINTMENT OF BARBARA CLARK TO THE EDC; CONSIDER FIRE DEPARTMENT'S CODE OF ETHICS; CORRESPONDENCE. MOTION CARRIED UNANIMOUSLY.

**PUBLIC FORUM**

None.

**STAFF REQUESTS**

None.

**UNFINISHED BUSINESS**

**CONSIDER PURCHASE/REPAIR OF GENERATOR FOR #3 LIFT STATION**

Council Member Ross Rivard requested this item be tabled until the November 14<sup>th</sup> Council Meeting.

MOTION BY RIVARD/JULIK-HEINE TO TABLE FURTHER DISCUSSION AND ACTION ON THE PURCHASE/REPAIR OF THE GENERATOR FOR #3 LIFT STATION UNTIL THE NOVEMBER 14, 2011 CITY COUNCIL MEETING. MOTION CARRIED UNANIMOUSLY.

**NEW BUSINESS**

**CONSIDER EDC RECOMMENDATION TO ALLOW JACK THIBODEAU TO REPAIR & BUILD NEW ARCHES FOR THE RIVER WALK PARK**

The Taylors Falls Economic Development Commission has recommended the Council authorize Eagle Scout Jack Thibodeau to repair the archway to the River Walk Park and Trail. Thibodeau has requested to construct a second archway as well. The cost of the construction could be as high as \$500.00, however, Thibodeau must find outside funding sources as part of the Eagle Scout requirements. In the event he is unable to raise enough money, the EDC would like to pledge the \$500.00 from their operating budget. Council Member Mary Jo Murphy indicated that the project hopes to be finished yet this year.

MOTION BY JULIK-HEINE/RIVARD TO AUTHORIZE EAGLE SCOUT JACK THIBODEAU TO REPAIR THE ARCHWAY TO THE RIVER WALK PARK AND TRAIL, AND TO CONSTRUCT A SECOND ARCHWAY PROJECT, THE COST OF WHICH IS NOT TO EXCEED \$500.00, ACKNOWLEDGING THAT THIBODEAU WOULD BE SEEKING OUTSIDE FINANCIAL SOURCES AS PART OF THE PROJECT, BUT IF UNSUCCESSFUL, THE CITY TO INCURR THE COSTS, PAYABLE FROM THE RIVERWALK FUND (345). MOTION CARRIED UNANIMOUSLY.

**CONSIDER IMPROVEMENTS TO CHERRY HILL PARK**

Council Member Larry Julik-Heine reported that there has been significant progress at the Cherry Hill Park, thanks in part to the volunteer time from Mark Adams. The Park & Rec Commission discussed two options; to finish what had been started yet this year, and then continue the project in the spring. The second option was presented by Mark Adams, to install paver blocks as the patio for the picnic shelter. This would be a cheaper alternative from the concrete pad that is shown in the design plans. Adams volunteered his time to install the pavers if the City would purchase them. Julik-Heine reported that the PRC's recommendation was to pay Adams the \$750.00 currently owed for equipment use at the Park, and \$250.00 as a down payment for the paver project. Adams agreed to accept the remaining \$1,000.00 in installments as the Friends of Taylors Falls Parks continue their fund raising efforts.

The Council expressed their appreciation to the volunteers who have graciously given hours of hard work in the Park. Thanks were especially given to Adams for this generous offer.

MOTION BY RIVARD/JULIK-HEINE TO ACCEPT THE TAYLORS FALLS PARK & REC COMMISSION'S RECOMMENDATION AND AUTHORIZE PAYMENT OF \$1,000.00 TO MARK ADAMS, FOR WORK COMPLETED TO DATE AT THE CHERRY HILL PARK, AND AS A DOWN PAYMENT FOR THE NEXT PHASE OF THE PROJECT, PAYABLE FROM THE CHERRY HILL PARK FUND (402). TOTAL COST IS ESTIMATED AT \$2,000.00.

IT WAS FURTHER MOVED TO ACKNOWLEDGE THE COMMITMENT FROM THE "FRIENDS OF TAYLORS FALLS PARKS AND RECREATION" TO CONTINUE FUND RAISING EFFORTS FOR THE COSTS OF THE IMPROVEMENTS TO THE CHERRY HILL PARK.

MOTIONS CARRIED UNANIMOUSLY.

**CONSIDER RESOLUTION 11-10-02 ADOPTING 2011 SPECIAL CHARGES**

THE CITY COUNCIL ADOPTED BY CONSENT AGENDA, RESOLUTION 11-10-02, A RESOLUTION ADOPTING SPECIAL CHARGES FOR THE TAX YEAR 2011 TO BE COLLECTED IN 2012. (attached)

**CONSIDER RESOLUTION 11-10-03 ACCEPTING A DONATION TO THE LIBRARY**

THE CITY COUNCIL ADOPTED BY CONSENT AGENDA, RESOLUTION 11-10-03, A RESOLUTION ACCEPTING A DONATION TO THE TAYLORS FALLS LIBRARY. (attached)

**CONSIDER PAYMENT TO CLARENCE NELSON FOR PURCHASE FROM MN HISTORICAL SOCIETY**

THE CITY COUNCIL AUTHORIZED BY CONSENT AGENDA PAYMENT OF \$32.06 TO CLARENCE NELSON, AS REIMBURSEMENT FOR THE COST OF A DIGITAL SCAN PERFORMED BY THE MINNESOTA HISTORICAL SOCIETY, FOR SIGNAGE FOR THE RIVER WALK PARK, TO BE PAID FROM THE EDC BUDGET ACCOUNT 345-41920-500.

**CONSIDER APPOINTMENT OF BARBARA CLARK TO THE EDC**

THE CITY COUNCIL ACCEPTED BY CONSENT AGENDA THE RECOMMENDATION FROM THE TAYLORS FALLS ECONOMIC DEVELOPMENT COMMISSION TO APPOINT BARBARA CLARK TO THEIR MEMBERSHP, WHO'S TERM WILL EXPIRE DECEMBER 31, 2013.

**CONSIDER FIRE DEPARTMENT'S CODE OF ETHICS**

THE CITY COUNCIL APPROVED BY CONSENT AGENDA, THE CODE OF ETHICS AS RECOMMENDED BY THE TAYLORS FALLS FIRE DEPARTMENT. (attached)

**CONSIDER RESIGNATION OF LARRY PHILLIPS AS ZONING ADMINISTRATOR-COORDINATOR**

Larry Phillips, City Zoning Administrator-Coordinator, submitted his resignation effective November 8, 2011. He has accepted a position with Washington County Public Works as their Management Analyst #1. Because the City has missed the opportunity to advertise for the position yet this week, City Clerk-Treasurer Jo Everson recommended the Council allow her to review the current job description and submit the help wanted ads when appropriate. Another recommendation from Everson was to switch up the title of the position. Review of the actual day-to-day job duties indicate that it is more administrative than it is zoning related, which should be reflective in the position title and job description.

Council was in agreement that the City should move forward as quickly as possible in searching for candidates for the position.

MOTION BY JULIK-HEINE/MURPHY TO ACCEPT WITH REGRETS THE RESIGNATION OF LARRY PHILLIPS AS THE CITY'S ZONING ADMINISTRATOR-COORDINATOR EFFECTIVE THE END OF THE DAY ON NOVEMBER 8<sup>TH</sup>.

IT WAS FURTHER MOVED TO APPROVE THE CHANGE IN THE TITLE OF THE CURRENT ZONING ADMINISTRATOR-COORDINATOR POSITION TO COORDINATOR-ZONING ADMINISTRATOR.

IT WAS YET FURTHER MOVED TO AUTHORIZE THE CITY CLERK AND MAYOR BUCHITE TO FINALIZE REVIEW OF THE POSITION DESCRIPTION AND HELP WANTED AD, WITH PUBLICATION TO BE PLACED IN THE CHISAGO COUNTY PRESS, INTER-COUNTY LEADER, LEDGER PUBLICATION, OSCEOLA SUN, AND LEAGUE OF MINNESOTA WEB SITE. THE JOB DESCRIPTION IS TO BE APPROVED BY THE FULL COUNCIL AT THE NOVEMBER 14<sup>TH</sup> COUNCIL MEETING, OR EARLIER IF THE APPLICATION PROCESS REQUIRES A MEETING BEFORE THEN.

MOTIONS CARRIED UNANIMOUSLY.

**LIAISON OR COUNCIL MEMBER REPORTS**

**Larry Julik-Heine** reported that work at the Cherry Hill Park should be completed yet this fall. He also reported that the street projects have concluded, and the water valves have been repaired. The River Walk Sub-Committee met recently and discussed the comments expressed at the Community Meeting. They are exploring the possibility of completing Phase II in sections.

**Mary Jo Murphy** stated that Eagle Scout Jack Thibodeau would need to coordinate the placement of the archway at the Park with Mike Kriz, Public Works Superintendent and Larry Phillips, Zoning Administrator-Coordinator.

**Mike Buchite** reported that there has been tremendous progress made at the Business Park site. The water and sewer lines may be installed this week. City Engineer Steve Heth would be meeting with the Mayor and Vice-Mayor the end of this week.

**CORRESPONDENCE**

THE CITY COUNCIL ACKNOWLEDGED THE CORRESPONDENCE RECEIVED IN THE OCTOBER 24, 2011 COUNCIL PACKET:

1. EAST CENTRAL REGIONAL DEVELOPMENT COMMISSION NOTICE OF QUARTERLY MEETING

2. STAFF CORRESPONDENCE & EMAIL'S

**ADJOURNMENT**

MOTION BY MURPHY/JULIK-HEINE TO ADJOURN THE MEETING OF THE OCTOBER 24, 2011 TAYLORS FALLS CITY COUNCIL. MOTION CARRIED UNANIMOUSLY.

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

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Michael D. Buchite, Mayor

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Jo Everson, Clerk-Treasurer

**APPROVED:** NOVEMBER 14, 2011

**AMENDED  
RESOLUTION 11-10-02**

**CITY OF TAYLORS FALLS  
CHISAGO COUNTY  
STATE OF MINNESOTA**

**A RESOLUTION ADOPTING SPECIAL CHARGES  
FOR THE TAX YEAR 2011 TO BE COLLECTED IN 2012**

WHEREAS certain properties Taylors Falls have been charged specific fees for various purposes; and

WHEREAS there currently remains unpaid balances due the City; and

WHEREAS the means of collecting these debt are provided by the Taylors Falls Code of Ordinances Section 502 Assessable Current Services and under Minnesota Statute §429.101;

SO THEREFORE BE IT RESOLVED by the Taylors Falls City Council that it hereby adopts the following list of unpaid 2010 Special Charges to be levied upon the individual properties for the tax year 2010 to be collected in 2011 along with property taxes:

<b>PID #</b>	<b>OWNER</b>	<b>CHARGE</b>	<b>PURPOSE</b>	<b>FUND</b>
R20.00406.00	Deutsche Bk Natl Trust Co	\$450.00	Weed Removal	100
R20.00406.00	Deutsche BK Natl Trust Co	\$316.10	Delinquent Utility Bill	601
R20.00588.00	BAC Home Loans Servicing	\$164.93	Delinquent Utility Bill	601
R20.00588.00	BAC Home Loans Servicing	\$450.00	Weed Removal	100
R20.00023.00	Patrick M & Leann M Tepoorten	\$197.88	Delinquent Utility Bill	601

Adopted by the City Council on October 24, 2011  
Amended by the City Council on December 12, 2011

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Michael D. Buchite, Mayor

ATTEST:

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Jo Everson, Clerk-Treasurer

**RESOLUTION 11-10-03**

**CITY OF TAYLORS FALLS  
CHISAGO COUNTY  
STATE OF MINNESOTA**

**A RESOLUTION ACCEPTING A DONATION TO THE TAYLORS FALLS LIBRARY**

WHEREAS, the City of Taylors Falls (hereinafter referred to as "City") owns and operates a Public Library located at 473 Bench Street; and

WHEREAS, the City is generally authorized to accept contributions of real and personal property pursuant to Minnesota Statutes §412.21 and §465.03 for the benefit of its citizens; and

WHEREAS, the City received a donation of an HP Computer, Monitor, and Printer from a resident of the City who has requested to remain anonymous. The donator also requested that the computer specifically to be used in the Public Library

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF TAYLORS FALLS, MINNESOTA that it hereby acknowledges and accepts the Computer, Monitor and Printer, for use in the Taylors Falls Public Library.

BE IT FURTHER RESOLVED THAT: the City Council of the City of Taylors Falls expresses its thanks and appreciation for said donation.

Adopted on October 10, 2011

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Michael D. Buchite, Mayor

ATTEST:

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Jo Everson, Clerk-Treasurer

## **Fire Department Code of Ethics**

This code of ethics applies to all members of the Fire Department. The provisions of this code of ethics shall apply in addition to all other applicable laws, rules, regulations or bylaws of the Fire Department. Progressive discipline, up to and including discharge, may be imposed if a member is found to be in violation of this Code.

### **Relationship to Each Other**

Each individual member of the Taylors Falls Fire Department is responsible and accountable for his or her own activities and has influence on the well-being of the other members. Remember these behaviors and practice them on a daily basis. They are:

1. Consideration: Be considerate of one another's values, ideals, possessions, feelings, etc.
2. Discretion: Be discreet when communicating with other members of the Fire Department.
3. Tolerance: Be tolerant of our differences.
4. Unity: During good times and in difficult times, the organization must continue to work together as a team. Remember that individuals make up a team.

Exploitation, discrimination, abuse, harassment and insensitivity are always wrong. It is the responsibility of members to strive to eliminate them whether they are unconscious or conscious, covert or overt, while taking care to respect the rights of others.

Grant respect to positions of authority and leadership; the people who earned the positions worked hard to obtain them and these positions are critical to our decision making.

Practice safety in all aspects of Department activity.

### **Relationship to the Fire Department**

Members must maintain high standards of professional competence and meet qualitative and quantitative standards of performance. They seek out and participate in appropriate professional development activities.

Members should be cautious and professional in their speech, both at the station and away from the station.

Members shall not disclose confidential information. Do not discuss victim personal information except with other Fire Department personnel with a need to know the information.

No member may use their Fire Department title or affiliation in connection with a commercial endeavor or private organization's activity.

No member shall use the Department's name, logo, letterhead or affiliation in any way to obtain profit.

Members shall use their Fire Department affiliation only during their term of affiliation.

### **Relationship to the Community**

Each member of the Fire Department is expected to demonstrate the highest standard of personal integrity, honest and fortitude in all activities.

All members shall avoid any activity giving rise to an actual or perceived conflict with the interests of the Fire Department and the City of Taylors Falls.

All members must seek to advance the welfare of the Department through accountable and proper use of Department funds and equipment.

When speaking or acting as a private citizen, members of the Department should not create the impression that they speak or act for the Fire Department. All statements of policy or position shall be formally approved by the Fire Chief or Public Information Officer before public release.

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Fire Fighter – Print Name

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Fire Fighter Signature

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Date