

CITY OF ST. FRANCIS
ST. FRANCIS, MN
ANOKA COUNTY

CITY COUNCIL MINUTES

January 3, 2011

Pursuant to due call and notice duly given, a special meeting of the “outgoing” City Council was held at ISD #15 District Offices at 6:00 pm. The meeting was called to order by Mayor Jerry Tveit at 6:00 pm with the following council members present: Jeff Sandoval, LeRoy Schaffer, Steve Kane, and Tim Brown. Also present was City Attorney Scott Lepak (Barna, Guzy & Steffen), Public Works Director Paul Teicher, Police Chief Jeff Harapat, Finance Director Darcy Mulvihill, and City Administrator Matt Hylan.

MOTION BY BROWN SECOND SANDOVAL TO APPROVE THE DECEMBER 20, 2010 CITY COUNCIL MINUTES. Motion carried 5-0.

Points of Privilege: Mayor Tveit presented to Council member Tim Brown a certificate of appreciation for the twelve years of service as a councilmember.

Mayor Tveit adjourned SESSION SINE DIE AT 6:05 PM. Motion carried 5-0.

Oaths of Office: The following individuals having been duly elected with valid Certificates of Election and qualified presented themselves to take the Oath of Office. City Attorney Scott Lepak administered the Oaths of Office to elected Mayor Jerry Tveit, councilmember re-elect LeRoy Schaffer and newly elected councilmember Chris McClish.

1. **Call to Order:** The regular City Council Meeting was called to order by Mayor Jerry Tveit at 6:09 pm.
2. **Roll Call:** Present were Mayor Jerry Tveit, Council members Jeff Sandoval, LeRoy Schaffer, Steve Kane, and Chris McClish. Also present were City Attorney Scott Lepak (Barna, Guzy & Steffen), Police Chief Jeff Harapat, Public Works Director Paul Teicher, Finance Director Darcy Mulvihill, and City Administrator Matt Hylan.
3. **Adopt Agenda:** MOTION BY KANE SECOND SANDOVAL TO ADOPT THE JANUARY 3, 2011 CITY COUNCIL AGENDA. Motion carried 5-0.
4. **Consent Agenda:** Tveit noted that for the information for item c. it should read Grade 3 not Grade 1. MOTION BY SANDOVAL SECOND SANDOVAL TO APPROVE THE JANUARY 3, 2011 AMENDED CITY COUNCIL CONSENT AGENDA AS A-D AS FOLLOWS:
 - a. Approve the City Council Minutes of December 20, 2010.
 - b. Enter into an Agreement between Anoka County Integrated Waste Management Department and the City of St. Francis for Residential Recycling Program.

- c. Extend a Conditional Employment Offer to Kathleen Lind for the Receptionist/Office Support Position starting at Grade 3, Step 1.
- d. Approve the Payment of Claims for \$119,449.14.

Motion carried 5-0.

5. **Meeting Open to the Public:** Tim Brown, 5268 Ambassador Blvd NW, stated the last 12 years have been some of his best and worst years. Being on the City Council was a great experience before serving on the City Council; I was on the fire department. I will always remember that City Staff and consultants made my job easy. They were always pleasant and went above and beyond the call of duty. Keep up the good work. Mayor Tveit I was not sure when you first took office, but I thank you for your leadership. Councilmember McClish, I would like to be sitting there but cannot think of anyone better to be taking my seat. Councilmember Sandoval, you helped me have a broader view on issues, thank you. Councilmember Kane, we were able to bounce ideas off each other and covered for each other on meetings we had to attend. Councilmember Schaffer, you taught me a very valuable lesson. You could say whatever you wanted and as a public official, I would just have to sit there and take it. Now I am on the other side and I will be watching.

6. **Petitions, Requests, Applications:**

7. **Ordinances & Resolution:**

a. **Ordinance 151, Second Series: Amending the St. Francis City Code Section 4-5-1 Regarding Adoption of the Minnesota State Fire Code (Second Reading):** MOTION BY SANDOVAL SECOND KANE TO APPROVE THE SECOND READING OF ORDINANCE 151, SECOND SERIES AMENDING THE ST. FRANCIS CITY CODE SECTION 4-5-1 REGARDING ADOPTION OF THE MINNESOTA STATE FIRE CODE. Roll Call: Ayes: Schaffer, Sandoval, Kane, McClish and Tveit. Nays: None.

b. **Ordinance 150, Second Series: Adding Section 4-1-5 Regarding Completion of Exterior Work (Second Reading):** MOTION BY KANE SECOND SCHAFFER TO APPROVE THE SECOND READING OF ORDINANCE 150, SECOND SERIES ADDING SECTION 4-1-5 REGARDING COMPLETION OF EXTERIOR WORK. Roll Call: Ayes: McClish, Kane, Schaffer, Sandoval and Tveit. Nays: None.

c. **Resolution 2011-01: Approving Appointments for 2011:** MOTION BY SANDOVAL SECOND McCLISH TO ADOPT RESOLUTION 2010-47 A RESOLUTION APPROVING THE LICENSE RENEWALS FOR 2011. Motion carried 5-0.

8. **Reports of Consultants & Staff Members:**

a. **Engineer:**

b. **Attorney:**

c. **Staff: Fire Dept:**

Public Works:

Liquor Store:

Police Dept: Police Car Replacement: This Squad replacement is for the Purchase of a 2010 Dodge Charger off State Bid for \$21,293 which is a lower price than the anticipated 2011 Charge model with current availability. MOTION BY KANE SECOND SANDOVAL APPROVING THE POLICE DEPARTMENT TO PURCHASE A 2010 DODGE CHARGER OFF STATE BID FOR \$ 21,293.00. Motion carried 4-1. Schaffer voting nay.

City Administrator Report: Hylen stated the Public Works Director Paul Teicher, has had problems with the Bridge Street lift station and wants to address the City Council on the matter. Teicher reported the Bridge Street Lift Station has been giving the City a problem the last couple of years. We found out there was a design flaw with the installation in 1997. Teicher provided pictures for the council. This lift station is a critical lift station for us. There are other lift stations pumping into this one. Teicher said we are looking at putting in new pumps and getting the clearance off the floor that is needed. We did obtain three quotes they range from \$16,000 to \$27,000. This is in our repair and maintenance budget, we just wanted you to know.

Hylen reported the City closed on the property located at 4058 St. Francis Blvd. (06-33-24-14-0003).

Hylen also stated that he and the Police Chief are continually working on getting numbers together on what the cost would be for providing police protection to Oak Grove.

Hylen is continuing to attend meetings relating to the County wide high-speed internet.

9. **Reports from Council Members:** Council member Kane handed out an article that was in the Enterprise Magazine on the St. Francis High School motorcycle program.

McClish reported that he is looking forward to work with the City Staff and Council.

Schaffer said there will be a rally at the State Capital tomorrow if anyone wants to attend regarding home foreclosures.

Sandoval said at the State level it looks like there maybe more cuts in the LGA and there is a really big push for cities to look at joint services. We are doing that, so it is nice that we are proactive.

10. **Report from Mayor:** Tveit said that Hylen already mentioned about the closing on the property. Also just a reminder of the Mayor's Snowmobile ride on January 22nd.

11. **Old Business:** None.

12. **New Business:** Schaffer had a list of items he wanted to discuss. They were regarding the repair of the east shop; having a Town Hall dinner in April for up to 200 people, with a private donation to pay for the dinner; also pay for someone \$25.00 to video tape the council meetings. MOTION BY SCHAFFER SECOND TVEIT TO HAVE THE CITY ADMINISTRATOR CONTRACT WITH SOMEONE WHO IS RELIABLE AND HAD VIDEO EXPERIENCE TO FILM THE REGULAR COUNCIL MEETINGS AND PAY THEM \$25.00 A MEETING. Hylen said we did have a high school student that was video taping the meetings and was being paid. He chose not to show up anymore not sure why. The school district is trying something new, as you can see with the equipment in the room. Before we get too far and hire someone, let me contact the school district to see how the taping of the meetings is going. Motion failed 1-4. Schaffer asked to have the City Administrator to contact a contractor about repairs for the east shop. The council discussed this item and the majority of the council agreed

not to proceed in that direction. In regards to getting pole barn/canvas building estimates Tveit said I am not sure that is even allowed in that area of town. The majority of the council again agreed not to go in that direction. Tveit stated in regards to your idea of having a town hall dinner with the meal being paid by a donor; Tveit said I am not opposed to having a town hall meeting, not so much the dinner.

a. **Efficiency Report Card-Administration:** Hysten reported he is happy to see the computers being used by the City Council. It saves in staff time with copying and delivering packets. The cities in Anoka County along with Anoka County staff has been meeting on how we can do more consolidation and cooperation. The City has already been working on joint cooperation.

Hysten said he would like the City Council to discuss the option of having a retreat. Hysten stated we can do the same type of retreat as in the past or have an outside consultant come in. Tveit said we have had more of a work session where we prioritize projects. I think maybe we should have an outside person come in to conduct a retreat. The Council agreed to have an outside consultant to come in for a retreat. Hysten stated he will bring back more information on a consulting firm.

Tveit just wanted to remind the Council of the URRWMO meeting on January 4th.

Tveit also reported he has received emails regarding the street's conditions. Tveit just wanted to say thank you to the public works for doing a great job on keeping the streets plowed with all the snow we have had.

13. **Adjournment:** The Regular City Council meeting adjourned at 7:31 pm.

Darcy Mulvihill, Finance Director