

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

CITY COUNCIL MINUTES

Tuesday, February 22, 2011

1. **Call to Order/Pledge of Allegiance:** The regular City Council Meeting was called to order by Mayor Jerry Tveit at 6:00 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), City Engineer Jared Voge (Bolton & Menk, Inc.) Police Chief Jeff Harapat, Public Works Director Paul Teicher, Finance Director Darcy Mulvihill, City Administrator Matt Hysten and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY KANE SECOND SANDOVAL ADOPT THE FEBRUARY 22, 2011 CITY COUNCIL AGENDA. Motion carried 5-0.
4. **Consent Agenda:** Mayor Tveit asked to remove item e. He would like to address this item separately. MOTION BY SANDOVAL SECOND McCLISH TO APPROVE THE FEBRUARY 22, 2011 CITY COUNCIL CONSENT AGENDA A through D AND F AS FOLLOWS:
 - a. Approve the City Council Minutes of February 7, 2011.
 - b. Receive and File the St. Francis Fire and Rescue General Meeting Minutes – February 6, 2011.
 - c. Receive and File the Draft Upper Rum River Watershed Management Minutes - January 4, 2011.
 - d. Accept Jacob Blanchette's Letter of Resignation from the St. Francis Fire Department.
 - e. ~~Appoint Roni Ronyak to the Planning Commission filling the term of Kyle Waterworth.~~
 - f. Approve the Payment of Claims for \$178,067.07.Motion carried 5-0.
 - e. Appoint Roni Ronyak to the Planning Commission filling the term of Kyle Waterworth. Mayor Tveit introduced Roni Ronyak to the City Council being she was in attendance. MOTION BY SANDOVAL SECOND KANE TO ACCEPT THE APPOINTMENT RONI RONYAK TO THE PLANNING COMMISSION FILLING THE TERM OF KYLE WATERWORTH. Motion carried 5-0.
5. **Meeting Open to the Public:** Tim Brown, 5268 Ambassador Blvd, wanted to first commend the city staff for the efficient snow removal this past weekend. Secondly, I am glad you (the city council) are having a work session they are very beneficial. In the past, Mr. Schaffer you have chosen not showed up to these. You say you are for the little people, whoever they are. Mr. Schaffer, please show up to these work sessions. Work for the people of St. Francis. You don't show up for budget work sessions either, do your job. Be part of the system

not against the system. You have complained on a number of occasions that you wanted to be involved in committees, and the council put you on the URRWMO and then you chose not to show up to the meetings. You, Mr. Schaffer were banned from City Hall, and then when you were allowed back in, there are issues.

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

a

7. **Ordinances & Resolution:**

a. **Ordinance 152, Second Series: Amending Section 6-1-6 Entitled “Fee Schedule” (Second Reading):** MOTION BY SANDOVAL SECOND McCCLISH TO ADOPT THE SECOND READING OF ORDINANCE 152, SECOND SERIES AMENDING SECTION 6-1-6 ENTITLED “FEE SCHEDULE”. Roll Call: Ayes: Schaffer, Sandoval, Kane, McClish. Nays: None. Motion carried 5-0.

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

a. **Engineer: Agreement between Department of Transportation & City of St. Francis for Federal Participation in Construction-Resolution 2011-03 MnDOT Agency Agreement No. 97988:** City Engineer, Jared Voge reported the agreement is required for the Federal funds associated with the Pederson Path Improvements project. As the funding received was obtained through the Federal Transportation Enhancement Application process. The agreement was is presented allows the Minnesota Department of Transportation to act as the City’s agent for obtaining the Federal funds associated with the project. MOTION BY KANE SECOND SANDOVAL TO ADOPT RESOLUTION 2011-03 APPROVING THE AGREEMENT BETWEEN DEPARTMENT OF TRANSPORTATION & CITY OF ST. FRANCIS FOR FEDERAL PARTICIPATION IN CONSTRUCTION - MnDOT AGENCY AGREEMENT NO. 97988. Motion carried 5-0.

b. **Attorney:**

c. **Staff: Fire Dept:**

Public Works:

Liquor Store:

Police Dept:

City Administrator Report: Hylen stated he will be absent at the March 7th City Council meeting along with Councilmember Kane.

Hylen also reported that the City Council would be having a Work Session next Monday night at Councilmember Kane’s place of employment. Hylen asked Kane to give the address of the location. Kane stated it is 9445 East River Road NW, (Corner of Foley Blvd and East River Road). In talking with the facilitator today, he recommends adding the management team to the work session. Hylen said it is up to the City Council, do you have any concerns with the management team attending. The mayor asked the rest of the City Council if there were any concerns with the management team attending the work session. The City Council did not have a problem with them attending the work session.

9. **Reports from Council Members:** No reports.

10. **Report from Mayor:** No report.

11. **Old Business:**

a. **Revolving Loan Draft Policy for Economic Development:** A “Concept Summary Proposal” was provided from Central Minnesota Development Company. The proposal outlined what services they could provide. The only concern was starting with a lower amount such as \$2,500 on fund capitalization. Kane would like to see the smaller amounts too to start with and Tveit agreed. The Anoka County HRA/EDA would be the place where we would be requesting funds from.

12. **New Business:**

a. **Efficiency Report Card-Finance Director:** Finance Director Darcy Mulvihill gave a brief presentation on GFOA (Government and Finance Officer’s Association) Budget Award the City received last year. Mulvihill is working on this year’s budget report. By submitting your budget to the GFOA it is reviewed by peers in the field of government finance throughout the United States. They review and point your budget on how easy it is to understand and the amount of information provided. Gayle Bauman, the previous finance director received the award last year after her first try. Mulvihill stated the Bauman did a very good job on obtaining the award last year. Mulvihill stated she is still working on finishing this years report.

b. **Tour of the Public Works Facility (4020 St. Francis Blvd.):** The City Council will be touring the current Public Works Facility located at 4020 St. Francis Blvd. Mayor Tveit recessed the meeting at 6:22 pm. The Council Meeting reconvened at 6:37 pm.

13. **Adjournment:** The reconvened City Council meeting adjourned at 7:30 pm.

Barbara I. Held, City Clerk