

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

CITY COUNCIL MINUTES

JULY 18, 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 and Steve Kane. Council member Chris McClish excused. Also present were City Attorney Tim Erb (Barna, Guzy & Steffen), City Engineer Jared Voge (Bolton & Menk, Inc.) Police Sergeant Jake Rehling, 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 TO ADOPT THE JULY 18, 2011 CITY COUNCIL AGENDA. Motion carried 3-0.
4. **Consent Agenda:** MOTION BY SANDOVAL SECOND KANE TO APPROVE THE JULY 18, 2011 CITY COUNCIL CONSENT AGENDA-C AS FOLLOWS:
 - a. Approve the City Council Minutes of July 5, 2011.
 - b. Approve the Special City Council Minutes of July 12, 2011.
 - c. Approve the Emergency Special City Council Minutes of July 12, 2011
 - d. Declaring the Councilmember Vacancy on the URRWMO Board
 - e. Contract with Ted Hagfors for Electrical Inspections during the State Shutdown
 - f. Authorize Pay Estimate No. 1 to Pearson Bros. of Hanover in the amount of \$138,648.45 for the 2011 Seal Coating project
 - g. Receive and File the Fire Department General Meeting Minutes of July 10, 2011.
 - h. Approve the Payment of Claims for \$396,676.54Motion carried 3-0.
5. **Meeting Open to the Public:**

Joe Grant, 4459-231st; was before the City Council to speak about the large amount of fireworks that happened during the 4th of July weekend and that go on all year long. Grant stated they (neighbors) are not happy with the police department and was wondering if you (City Council) can do anything about people in their neighborhood shooting off illegal fireworks. Grant stated I believe the sheriff's department sent out a letter to the neighborhood explaining the procedure of what to do when they hear them again. Mayor Tveit stated he would address this issue under report from Mayor. The public portion of the agenda is for residents to voice their concerns and not a discussion time between residents and the council.
6. **Petitions, Requests, Applications:**
 - a.
7. **Ordinances & Resolution:**

a. Resolution 2011-19: A Resolution Setting the 2011 Yearly Rate for the Disposal of Excess Personal Property: This resolution allows the city administrator to dispose of small valued items in a more efficient method. MOTION BY KANE SECOND SANDOVAL TO ADOPT RESOLUTION 2011-19 A RESOLUTION SETTING THE 2011 YEARLY RATE FOR THE DISPOSAL OF EXCESS PERSONAL PROPERTY. Motion carried 3-0.

8. Reports of Consultants & Staff Members:

a. Engineer: Pederson Path Improvement– Bid Results: City Engineer Jared Voge reported that on Wednesday, July 13, 2011 two bids were received for the Pederson Path Improvement. The bids ranged from a low bid of \$308,301.62 to a high bid of \$331,256.68. The engineer's recommendation is to award the project to Peterson Company, Inc. Chisago City, MN for \$308,301.62. Kane asked what is the approximately completion date. Voge said our goal was to have this done by mid August but that will not happen. This trail will be done in two phases. MOTION BY SANDOVAL SECOND KANE TO ACCEPT THE TWO BIDS FOR THE PEDERSON PATH PROJECT; PETERSON COMPANIES, CHISAGO CITY, MN \$308,301.62 AND KNIFE RIVER CORPORATION SAUK RAPIDS, MN \$331,256.68. Motion carried 3-0. MOTION BY KANE SECOND SANDOVAL TO AWARD THE PEDERSON PATH PROJECT TO PETERSON COMPANY, INC. OF CHISAGO CITY, MN IN THE AMOUNT OF \$308,301.62. Motion carried 3-0.

b. Attorney: No report.

c. Staff: Fire Department: No report.

Public Works: No report.

Liquor Store: No report.

Police Dept: Purchase of a Used Police Dodge Charger: Sgt. Rehling spoke in the absence of the Police Chief. Police Chief Jeff Harapat was approached by the Police Chief for the City of Lino Lakes on July 14, 2011. Lino Lakes is trading in the Police Chief's assigned vehicle which is a 2008 Dodge Charger all-wheel drive, with approximately 68,000 miles, for another vehicle. The City of Lino Lakes would be interested in selling this vehicle to us for approximately \$16,500 already equipped with lights and siren, the same amount they were offered for trade-in-value. For comparison, a 2011 Dodge Charger on state bid is \$22,529, plus set up for the Chief vehicle is approximately \$2,500. Although this vehicle has 68,000 miles on it, the Chief's vehicle is driven under normal driving conditions. Our Chief puts on less than 5,000 miles a year, this vehicle should last for several years. Tveit said so what would we do with the Chevy Tahoe that the Chief currently drives. Hylen said we would trade it in; it has been giving the Chief problems lately. Tveit asked would this push back a purchase in the future. Sgt. Rehling said he did not believe so. Kane asked what the signage cost would be. Sgt. Rehling said it is up to the City Council if they want it marked but if you did maybe about \$500.00. Sandoval asked about the maintenance history. Sgt. Rehling said it is their Chief's car and I am sure we can get their maintenance records. Kane asked how would we finance this vehicle. Hylen said there are a couple different options one is the use of drug forfeiture funds and/ or the use of liquor store funds. Tveit said I know this opportunity is short lived. Hylen said their Police Chief has already picked out a vehicle so if we do not want it they will trade it in. Hylen said we would bring back a financial proposal to the city council. MOTION BY TVEIT SECOND KANE THAT THE CITY ACQUIRE THE 2008 DODGE CHARGER ALL-WHEEL DRIVE FROM THE CITY OF LINO LAKES FOR \$16,500.00. Motion carried 3-0.

City Administrator Report: Cleaning Contract: Hylen reported that over the past 60 days the City contracted with Kim's Kleaning for the cleaning of public facilities. Staff presented an option months ago of hiring a part time employee for the cleaning of public facilities. The City previously had contracted with a cleaning services that was declining over the years/months. The City Council preferred contracting out this service instead of hiring a part time employee. Kim's Kleaning was one of the original proposals the City received. Staff has been very satisfied with the quality of their cleaning. Kim's Kleaning revised their proposal (lower) based on their "trial period". Costs were also provided if the council choose to hire a part time employee for 20 hours a week. Kane said cost comes to approximate \$15,000-\$16,000 per year for the cleaning services that includes supplies compared to approximately \$18,000 plus that does not include supplies or equipment. MOTION BY KANE SECOND SANDOVAL TO APPROVE KIM'S KLEANING CONTRACT AS THE CITY'S CLEANING SERVICE. Motion carried 3-0.

Community Gardens: City Attorney Scott Lepak provided a memorandum at the request of the City Council on whether the City has the ability/authority to operate or permit a community/victory gardens on City-owned property. Lepak laid out the process if the City decides to proceed.

League of MN Cites- Board of Directors: Hylen reported he would be out of the office this Wednesday and Thursday for orientation training.

9. **Reports from Council Members:** Kane said the Metro Cities cancelled the Thursday meeting that I was to attend.

10. **Report from Mayor:**

a. Music in the Park: Tveit said I had a woman approach me about the possibility of doing something like the "Movies in the Park" but it would be "Music in the Park". Tveit said it should not cost the City any money. Tveit asked in general is the council in support of something like this. Sandoval said I am not opposed to this; my only concern is with liability. Kane said I think it would be a great idea if you can structure it properly. The time of day for the event is a concern of mine. Tveit said they are looking at playing a couple hours maybe a weeknight but that is something we would need to find out. Tveit said I am not sure about the liability and asked Hylen to look into this.

The other item I want to address is the fireworks issue. I too have gotten calls on this matter. It does take an eyewitness to report the person who is setting them off. I live in the area and hear them too. I have asked the Police Chief and the City Administrator to see what we can do about this. Tveit said your concerns are heard. Hylen said he would like to make a point of clarification. The sheriff's department was not the department that sent the letter, it was our police department that sent out the letters to the neighborhood. Tveit said we have the people in the room tonight to ask the questions to regarding your concerns so please stay and ask them after the meeting.

11. **Old Business:** Kane said at 12:35 am this morning I was awoken by the fireworks. I am fed up with the fireworks and will be addressing this when the fireworks place comes in for a permit next year. Tveit said the ones that are being shot off in the neighborhood are not the legal fireworks.

Neighborhood Watch Program: Tveit said he is continuing to look into this program.

12. **New Business:**

a. **Efficiency Report Card-Police Department:** Sgt. Rehling said yes this summer has been busy and loud. In regards to the Safe and Sober grants every city has to take a year off. This year was our year off but they still asked us to help out which has been good. This summer we have had a number of vandalisms. A good number have been solved and other cases are in the court system. We will be attending the Nite to Unite, Tuesday, August 2nd in Community Park. Tveit report we had the glass broken on our door to the community center this past week. Tveit stated he is not sure why we do not have security cameras at city hall. Maybe not only our city hall but in the other city buildings too.

b. **Appointment of a Councilmember to the URRWMO Board:** With the resent resignation of a councilmember, we need to fill this vacancy. Sandoval stated he would be interested. MOTION BY TVEIT SECOND KANE TO APPOINT JEFF SANDOVAL TO THE URRWMO BOARD. Motion carried 3-0.

Sandoval said this is probably more old business but with the community garden memorandum we received, I think this is something we should look into for next year. Tveit said I would be in favor of this. Tveit said staff you have direction on this.

Tveit said I have been approached by a number of mayor's about the possibility of four-wheelers being allowed to drive on the shoulder of the city streets. They wanted to know if our council was in favor of this. What they would like is to do is go to the county as a group. Tveit asked staff to investigate this. I guess Linwood Township has an ordinance that allows this. I do not know the legalities. Sandoval said I do live in an area where some respectfully drive the four wheelers and some that do not. I am not opposed to the idea but at the same time, we had better do our homework and how do you police it. Kane said my main concern is safety. Tveit asked Hysten to contact Linwood regarding their ordinance. Sandoval asked Sgt. Rehling if he would also contact a police officer there to see how the law enforcement feels about this ordinance.

13. **Adjournment:** The City Council meeting adjourned at 6:57 pm.