

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

CITY COUNCIL MINUTES

NOVEMBER 21, 2011

4:30 pm: Ground Breaking for the new Public Works/Police Facility (4058 St. Francis Blvd) was held.

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, Steve Kane and Chris McClish. Excused was Council member Tim Brown. Also present were City Attorney Scott Lepak (Barna, Guzy and Steffen, Ltd.), 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 SANDOVAL SECOND McCLISH TO ADOPT THE NOVEMBER 21, 2011 CITY COUNCIL AGENDA. Motion carried 4-0.
4. **Consent Agenda:** MOTION BY KANE SECOND SANDOVAL TO APPROVE THE NOVEMBER 21, 2011, CITY COUNCIL CONSENT AGENDA-B AS FOLLOWS:
 - a. Approve the City Council Minutes of November 7, 2011.
 - b. Approve the Payment of Claims for \$239,498.36.Motion carried 4-0.
5. **Meeting Open to the Public:** Melvin L. Larson Jr., 23460 Rum River Blvd., I live just south, of the Rum River Bluff development and have a drainage problem now because of the new development. I have talked to Jared (City Engineer) a couple times and nothing has been done. I was told he (Voge) would do something about it and it has been 2-3 years. Tveit asked Voge to look into it and keep him informed.
6. **Petitions, Requests, Applications:**
 - a. **City Centre PUD Amendment for Sign Plan: Dairy Queen:** City Planner Nate Sparks report shows the original signage plan along with the new request. The change would allow an additional freestanding sign to be placed on the premises and allow for a portion of one sign to have a reader board. The Planning Commission reviewed the application and held a public hearing on November 16, 2011. They found that the additional freestanding sign (Sign #6) and the electronic portion of Sign #1 are consistent with the review criteria and the original intent of the PUD, and recommended approval of the PUD Amendment with three conditions. MOTION BY KANE SECOND SANDOVAL TO ADOPT RESOLUTION 2011-37 A RESOLUTION APPROVING A PLANNED UNIT DEVELOPMENT AMENDMENT FOR THE CITY CENTRE PUD TO AMEND THE SIGNAGE PLAN. Motion carried 4-0.

7. **Ordinances & Resolution:**

a. **Ordinance 160, Second Series – Amending the City’s Animal and Zoning**

Ordinances Regarding Dog Kennels and Maximum numbers of Dogs Allowed (Second

Reading): Planner Nate Sparks prepared a report stating the City received citizen complaints regarding illegal dog kennels. While handling the complaints it was noticed that there might be a gap between the private kennel and commercial kennel standards. At the June, July, and October Planning Commission meetings, the Commissioners reviewed other area ordinances and researched the issues. The Commission recommends making the standards for private kennels similar to commercial kennels, as a high number of dogs on a single property impacts neighboring properties regardless of the purpose behind the dogs being there. The change requires the Animal Ordinance, definition of kennel in the Zoning Ordinance, and the District Standards for the A-1, A-2, and A-3 Districts all be amended. No changes are proposed to the kennel license section in Chapter 6 of the City Code, at this time. The Planning Commission recommended approval of this ordinance amendment after holding a public hearing on October 19, 2011. A draft copy of the proposed changes were provided in the planner’s memorandum.

MOTION BY KANE SECOND McCLISH TO APPROVE THE SECOND READING OF ORDINANCE 160, SECOND SERIES AMENDING THE CITY’S ANIMAL AND ZONING ORDINANCES REGARDING DOG KENNELS AND MAXIMUM NUMBERS OF DOGS ALLOWED. Roll Call: Ayes:, Kane, Sandoval, McClish and Tveit.

Nays: None. Absent: Brown.

b. **Resolution 2011-38: Authorizing Summary Publication of Ordinance 160, Second Series Amending the City’s animal and Zoning Ordinances Regarding Dog Kennels and Maximum Numbers of Dogs Allowed:**

MOTION BY SANDOVAL SECOND McCLISH ADOPTING RESOLUTION 2011-38: AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 160, SECOND SERIES AMENDING THE CITY’S ANIMAL AND ZONING ORDINANCES REGARDING DOG KENNELS AND MAXIMUM NUMBERS OF DOGS ALLOWED. Motion carried 4-0.

c. **Ordinance 161, Second Series – Adding Section 10-17-4-C Regarding Roofing**

Materials (First Reading): Planner Nate Sparks report states the Zoning Ordinance currently has detailed information about building materials but is somewhat more vague about visible roofing materials. As part of ongoing maintenance of the code, it is recommended that some general standards be considered. Proposed is an ordinance amendment that would add a general section about exposed roof materials after the building materials section. The Planning Commission held a public hearing on October 19, 2011 and recommended approval of the ordinance amendment. A draft copy of the proposed changes was provided in the planner’s memorandum. MOTION BY McCLISH SECOND KANE TO APPROVE THE SECOND READING OF ORDINANCE 161, SECOND SERIES ADDING SECTION 10-17-4-C REGARDING ROOFING MATERIAL. Roll Call: Ayes: Sandoval, McClish, Kane and Tveit. Nays: None. Absent: Brown,

d. **Ordinance 162, Second Series: 2012 Fee Schedule (First Reading):** Staff prepared changes to the 2012 Fee Schedule. MOTION BY SANDOVAL SECOND KANE TO APPROVE THE FIRST READING OF ORDINANCE 162, SECOND SERIES 2012 FEE SCHEDULE. Role Call: Ayes: McClish, Sandoval, Kane, Tveit. Nays: None Absent: Brown

e. **Ordinance 163, Second Series: Amend the Home Rule Charter-Section 7.16 (First Reading):** Tveit stated due to the absence of Council member Brown I would like to table this for a full council. Kane noted he will be absent for the next City Council Meeting. MOTION BY SANDOVAL SECOND McCLISH TABLE ITEMS E & F INDEFINITELY. Motion carried 4-0.

f. **Ordinance 164, Second Series: Amending the Home Rule Charter Chapter 5, Section 5.01 Subdivisions 2, 3, and 7 (First Reading): Tabled.**

g. **Resolution 2011-39: Resolution Requesting No Change in Fiscal Disparities:** Anoka County is asking for a supporting document that no change occurs in Fiscal Disparities. MOTION KANE BY McCLISH SECOND TO ADOPT RESOLUTION 2011-39 A RESOLUTION REQUESTING NO CHANGE IN FISCAL DISPARITIES. Motion carried 4-0.

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

a. **Engineer:**

b. **Attorney: Closed Meeting to discuss Labor Negotiation Strategy Pursuant to MN State Statute 13D.03:** MOTION BY SANDOVAL SECOND McCLISH TO GO INTO A CLOSED MEETING TO DISCUSS LABOR NEGOTIATION STRATEGY PURSUANT TO MN STATE STATUTE 13D.03 AT 6:14 PM. Motion carried 4-0. Lepak stated this is a taped closed session. The City Council was back in session at 6:45 pm. Lepak stated we have direction from the City Council on Labor Negotiations strategy.

c. **Staff: Fire Department:**

Public Works:

Liquor Store:

Police Dept:

City Administrator Report: Budget Discussion: Several times this year we have met and discussed the budget. I did receive a call today from a resident that received their tax statement. Their value went down and with the zero percent Levy increase, their taxes still went up. Unfortunately with the change in the State's tax restructuring we are the ones seeing the increase. All counties in the Metro area except for Anoka County put in the tax statement an explanation of the changes. We need to still cut monies from our budget. One area recommended was cutting \$200,000 from the Seal Coating/Street Maintenance line item. It is a short-term fix but it gets us closer to a balance budget. We worked hard in the last number of years on street maintenance and being able to seal coat the streets every five years but we are recommending for 2012 to go to a seven-year rotation. Tveit said I am not in favor of taking any money out of our street budget. We have been working on upgrading some of our roads that have not been touched in twenty years. I would be in favor of looking at other cuts or a combination of cuts. Hysten said you are the resident's representatives but you have to cut something. What is it that the council does not feel as passionate about? Kane said I too do not really want to cut money out of our street budget but if we cut the \$200,000 for one year, I would support that. We originally talked about seal coating every 5 to 7 years. Tveit stated if we cut this money from the street budget, in January I want this readdressed. McClish said I would like to keep our services that same and not cut any employees. Sandoval asked would the seven-year maintenance stay in place. Teicher said it depends on the pricing too, we may stay at a seven-year rotation. Next

meeting we will have a discussion formally known as the Truth and Taxation hearing to discuss the budget further. At that meeting, the public will get a chance to ask questions pertaining to the budget.

9. **Reports from Council Members:** Sandoval stated I am sure most of you have seen the news report on how Oak Grove cut 18%.

Kane reported he will not be at the next regular city council meeting.

10. **Report from Mayor:**

a. **Per Diem Authorization:** I asked the City Clerk to put this on the agenda. The meetings listed are additional meetings I attended that are not on the list of preapproved ones. Most of the meetings have to deal with the surrounding cities fire district study. Also included is a Charter Commission meeting I attended. Since the beginning of the year we have added EDA and ask that those meetings be added to the fee schedule along with the fire district study meetings as preapproved per diems. MOTION BY McCLISH SECOND SANDOVAL TO APPROVE THE PER DIEM LIST AS PRESENTED BY THE MAYOR. Motion carried 3-0. Tveit abstained.

The 2012 Mayor's Trail Ride will be held January 21, 2012. I encourage everyone to participate. I have chosen all the donations I receive on behalf of the ride go to the St. Francis Ambassador program. You do not have to ride a snowmobile to participate.

Reminder that Mr. Hylen's review needs to be completed. Please remember to email them back to me. I will then gather them and forward the reviews on to the City Attorney.

11. **Old Business:** None.

12. **New Business:** Kane stated a number of years ago City staff did a survey on council pay. I would like to see if the council would be interested in staff taking another survey and report back. The council agreed to have staff conduct another mayor/council salary survey.

Tveit stated he met with Pastor Chris Vincent of The Bridge, a new church in the city. He would like to see what type of partnership they could do with the City to help.

Hylen suggested they could take over Pioneer Days. Hylen said there is an incredible amount of time that is put into that event. Sandoval stated maybe they could do the clean up during Pioneer Days. Kane said maybe just give them pieces of Pioneer Days. Tveit said I will talk to Pastor Vincent again.

a. Efficiency Report Card-Police Dept.: Chief Harapat said he was going to report on the recent vandalism in the parks. We thought we may have caught the arsonist but they are not the ones damaging all our parks. Everyone, not only the police department is working in the same direction and finding out ways to cut cost. It is a team effort. Just a side note of giving our youth

something to do, the police department will be sponsoring and/or monitoring the gym in open gym night.

McClish asked if the police department could do some extra patrol at the intersection of Pederson Drive and Hwy 47. I continue to get calls on that intersection. Tveit said I did talk to Commissioner Look about that intersection. He did say he talked to Representative Daudt. Kane said he too talked to Commissioner Look today at the Ground Breaking. I suggested to Commissioner Look that we get together with our State Representatives, City Council, Police Department and MnDOT to see what can be done. Kane said I think we need to keep pushing. Harapat suggested getting the school involved in that discussion too.

13. **Adjournment:** The City Council adjourned the meeting at 7:25 pm.

Barbara I. Held, City Clerk