

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

CITY COUNCIL MINUTES

March 4, 2013

1. **Call to Order:** 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 Mike Haggard, Amy Lazere, Tim Brown, 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 Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY LAZERE SECOND BROWN TO ADOPT THE MARCH 4, 2013 CITY COUNCIL AGENDA. Motion carried 5-0.
4. **Consent Agenda:** MOTION BY LAZERE SECOND McCLISH TO APPROVE THE MARCH 4, 2013, CITY COUNCIL CONSENT AGENDA AS A-D AS FOLLOWS:
  - a. Approve the City Council Minutes of February 19, 2013.
  - b. Approve Pay Estimate No. 2 for \$59,569.75 to Concrete Idea, Inc. of St. Michael, MN for the TH 47 Pedestrian Improvements.
  - c. Approve the Appointment of Joleen Wiemann as a Temporary Police Records Clerk for \$20.00 per hour.
  - d. Approve the Payment of Claims for \$184,992.07 (Check #'s 65235-65302)

Lazere asked is this the same temporary person appointed a number of months ago. Police Chief said no this is actually a former employee who now is the lead police administrative assistant for the city of Ramsey. Ms. Wiemann stated she would help us out until a police records clerk is hired. Harapat stated we are very fortunate to have her help us throughout this time. Motion carried 5-0.

5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:** None.
7. **Ordinances & Resolution:** None.
  - a. **Ordinance 181, Second Series: Amending the Zoning Ordinance Regarding Residential Accessory Buildings and Building Height (First Reading):** MOTION BY BROWN SECOND HAGGARD TO APPROVE THE FIRST READING OF ORDINANCE 181, SECOND SERIES AMENDING THE ZONING ORDINANCE REGARDING RESIDENTIAL ACCESSORY BUILDINGS AND BUILDING HEIGHT. Tveit questioned the addition of 10-18-7-B-3. This new section except in commercial and industrial districts require all detached accessory buildings to maintain a ten foot setback to the principal structure and

other detached accessory buildings on the parcel. Tveit along with Haggard would like to have staff before the second reading give the reasoning for the ten-foot setback. Roll Call: Ayes: Haggard, Lazere, Brown, McClish, and Tveit. Nays: None.

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

a. **Engineer:**

b. **Attorney:**

c. **Staff:**

**Fire Dept.:**

**Public Works:**

**Liquor Store:**

**Police Dept.:**

**City Administrator:** Held reported staff is reviewing and updating the personnel policy along with some ordinances for clarification. Draft copies will be presented at a future meeting for council action.

9. **Reports from Council Members:** Lazere reported she attended the Artic Polar Plunge this past weekend on Long Lake. She was a little disappointed that the St. Francis Fire Department did not participate again this year. This is a great community event.

10. **Report from Mayor:** On February 23, the Mayor's Snowmobile Trail Ride took place. We had a good turnout despite it be re-scheduled. Mayors from six different communities participated in this fundraiser. We just received a check today from the event for \$416. This money will be presented to the St. Francis Ambassador program at our next city council meeting.

11. **Old Business:** Brown asked about the vacant lot behind the post office. It seems the post office is using as a parking lot. I hope we are not maintaining the lot. I think we need to do something with the lot either sell or lease it to the post office. Tveit asked staff to look into what can be done with the lot.

**Rental/Vacant Housing Ordinance Discussion:** Tveit stated there were copies of the unapproved rental ordinance and Champlin's vacant property ordinance. Please read these for future discussion.

12. **New Business:** None.

13. **Adjournment:** The Regular City Council meeting adjourned at 6:17 pm.