

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

CITY COUNCIL MINUTES

March 3, 2014

1. **Call to Order:** The regular City Council Meeting was called to order by Mayor Pro Tem Tim Brown at 6:00 pm.
2. **Roll Call:** Present were Mayor Pro Tem Tim Brown, Council members Steve Kane, Amy Lazere, and Chris McClish. Mayor Jerry Tveit excused. 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 LAZERE SECOND KANE TO ADOPT THE MARCH 3, 2014 CITY COUNCIL AGENDA. Motion carried 4-0.
4. **Consent Agenda:** MOTION BY KANE SECOND McCLISH TO APPROVE THE MARCH 3, 2014 CITY COUNCIL CONSENT AGENDA AS A – C AS FOLLOWS:
 - a. Approve the City Council Minutes of February 18, 2014
 - b. Acknowledging the Purchase of two Tazers from the Drug Forfeiture Fund
 - c. Payment of Claims \$143,205.93 (Check #66901- 66963)Motion carried 4-0.

Councilmember Kane stated he might be receiving a work phone call during the meeting. Just wanted to let the council know that he does need to take and will excuse himself from the meeting and come back as soon as the call has ended.

5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:**
 - a. **Aztec Street Improvement: Resolution 2014-06 Receiving Amended Preliminary Engineering Report:** The City Council received on January 6, 2014 a preliminary report prepared by the City Engineer. The City Council approved the engineering report on February 3, 2014. However, an amended report has been prepared based on additional information received since the report was prepared. A copy was provided to the Council as part of the packet.
MOTION BY S LAZERE ECOND KANE TO ADOPT RESOLUTION 2014-06 A RESOLUTION RECEIVING THE AMENDED PRELIMINARY ENGINEERING REPORT FOR THE AZTEC STREET IMPROVEMENTS. Motion carried 4-0.
Public Hearing on Aztec Street Improvement: Mayor Pro Tem Tim Brown opened the public hearing on the Aztec Street Improvement at 6:03 pm. This report referenced the improvement of Aztec Street NW between the south line of 233rd Avenue NW and approximately 550 feet south of 233rd Avenue NW that includes the construction of street, sidewalk, and utilities. During the development process, O'Reilly platted the property and dedicated right of way to the City of St. Francis. The dedicated right of way does not line up with the existing right of way of Aztec Street Located north of 233rd Avenue. In order to provide the safety intersection possible, the

City Council authorized City Staff to work with the Abbey Field Townhomes property owner to obtain the property necessary to ensure the Aztec Street south of 233rd Avenue aligns with Aztec Street north of 233rd. The Council will consider the improvement of such street in accordance with the report and the assessment of abutting property for all or a part of the cost of the improvement pursuant to Minnesota Statutes Chapter 429 at an estimated total cost of the improvement of \$242,990.00.

Mayor Pro Tem asked if there was anyone in the audience that was here to comment on the project during the public hearing.

Ken Talle, one of the owners of the Abby Field Townhomes asked to speak. Mr. Talle stated he does not have a problem with the project except with the amount of the proposed assessments. We have been working with your representative Mr. Wilson on the easement. This property has been there for 30 years without a second access or sidewalk. We do not feel the amount of the assessment being proposed to the property will increase the value of our property by that amount. Mayor Pro Tem closed the public hearing at 6:12 pm after no more public comment.

Resolution 2014-07 Ordering Improvement and Directing Preparation of Plans and Specifications: MOTION BY KANE SECOND McCLISH ADOPT RESOLUTION 2014-07 ORDERING IMPROVEMENT AND DIRECTING PREPARATION OF PLANS AND SPECIFICATIONS FOR THE AZTEC STREET IMPROVEMENT. Motion carried 4-0.

b. **Anoka County Highway Department: Bridge Street Round Abouts Update:** Curt Kobilarcsik of Anoka County Highway Department gave a brief update on the history of this project and the funding Anoka County received. We were here last October and in November held a public open house on the project. We also have met with the St. Francis Chamber of Commerce and ISD #15 School Board. Derek Schmidt, an engineer of WSB & Associate gave a power point presentation on the proposed Bridge Street Improvement that includes two roundabouts. We are looking at holding another public open house in late March/Early April 2014. Brown is concerned about the pedestrian crossing and not sure if they are going to go to the roundabouts to cross. Curt Kobilarcsik also explained how the trails that are mark as the city's responsibility. An option is they would be paid for by the City and then the City could apply for grant money from Anoka County and Met Council. Hysten asked Derek Schmidt where the links to this presentation could be found so residents can view the presentation. Schmidt stated he would forward that information onto to the City.

c. **CNJ Properties LLC: Conditional Use Permit for Auto Sales – Resolution 2014-08:** CNJ Properties LLC has made an application for a conditional use permit (CUP) to allow for auto sales at their body shop located at 23615 St. Francis Blvd. In 2002, this site was granted a CUP to allow for the auto body shop use (St. Francis Collision). The building is currently a two-tenant structure with the body shop in one bay and the other is currently vacant. The proposed auto sales are intended to be operated by the auto body shop owner. The proposal is to have cars for sale displayed in the front part of the parking lot adjacent to Stark Drive. The Planning Commission recommended approval of the auto sales CUP on the St. Francis Collision site with the following conditions:

1. Cars on display for sale shall be limited to 10 unless the applicant demonstrates a parking plan showing more parking availability and has the lot striped in conformance with Section 10-19 of the Zoning Ordinance.

2. Junk or severely damaged vehicles that are not in compliance with Chapter 8 of the City Code are prohibited from outdoor display.

3. The Auto Sales may only be conducted with a license from the State.

4. All fees related to the review of this application shall be paid by the applicant.

MOTION BY KANE SECOND LAZERE TO ADOPT RESOLUTION 2014-08 A
RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR CNJ PROPERTIES LLC
TO ALLOW FOR AUTO SALES AT 23617 ST. FRANCIS BLVD. Motion carried 4-0.

7. **Ordinances & Resolution:**

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

a. **Engineer:**

b. **Attorney:**

c. **Staff:**

Building Official:

Fire Dept.:

Public Works:

Liquor Store:

Police Dept.: Department Report: Chief Harapat wanted to update the City Council on a couple items. The squad camera project is moving along. The police department did order the Tazers that were replacement purchases. The ad for the new police/school resource officer has been posted and are currently receiving applications. Applications close on March 12. Chief Harapat reported that I am sure you may have heard I was going to be retiring this year. However, PERA has changed my mind and will not be retiring for two years. I am excited to be staying on.

City Administrator: Hysten reported the Joint Fire Group is proceeding quite well. Working on a cost models and the communities seem to be quite excited about was is being presented. There still needs to be more research done on the relief association retirement portion.

McClish asked how our snowplow budget is doing. Hysten said our awesome public works crew has been flexing their time and working very well not accruing much overtime. McClish said and I have heard that we have had no frozen pipes. Hysten stated yes. Kane said the public works staff has been working hard and doing a good job. I would like to have drafted some type of thank you to them for all their hard work on keeping the streets in good condition.

9. **Reports from Council Members:** Last week Council member Lazere and I were part of a grassroots group in regards to the St. Francis Community Recreation Center that Mr. Bothun talked about at the last City Council meeting. We have another meeting next Monday. We are going at this very slowly to make sure we do not miss anything. I think this process will help us see this project succeed. Last Thursday, City Administrator and I attended the Joint Legislative Conference. We meet with our local State Representatives Michelle Benson and Kurt Daudt. We did talk to them about the recreation center and will keep them updated on the progress.

Lazere reported the next Pioneer Day meeting is scheduled for Tuesday, March 18, 2014 at Patriot Lanes starting at 6:00 pm.

Brown attended the last Planning Commission meeting. The Planning Commission Chair again this year Rich Skordahl and vice chair is Ray Steinke.

10. **Report from Mayor:** None.

11. **Old Business:** None.

12. **New Business:** None.

a. **Council member Kane – Supporting Legislation on Establishment of Municipal Street Imp. Districts:** Kane reported on the establishment of municipal street improvement districts. The League of MN Cities is asking for support for legislation that would allow cities to create street improvement districts. This authority would allow cities to collect fees from property owners within a district to fund municipal street maintenance, construction, reconstruction and facility upgrades. This would provide cities with an addition tool to build and maintain city streets. MOTION BY KANE SECOND McCLISH TO SUPPORT LEGISLATION ON THE ESTABLISHMENT OF MUNICIPAL STREET IMPROVEMENT DISTRICTS. Motion carried 4-0.

Brown stated in regards the recreation center I was blindsided at a local business a week or so ago about a meeting on this topic. I was not aware of the meeting and feel we all should be made aware when these meeting are being held.

Lazere wanted to thank St. Francis Foods for all their years of service and to their employees.

13. **Adjournment:** The Regular City Council meeting adjourned at 6:53 pm.

Barbara I. Held, City Clerk