

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

CITY COUNCIL MINUTES

April 15, 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, Tim Brown and Chris McClish. Council member Amy Lazere excused. Also present were City Engineer Jared Voge (Bolton & Menk, Inc.), City Attorney Scott Lepak (Barna, Guzy & Steffen), Police Chief Jeff Harapat, Fire Chief Dean Kapler, Finance Director Darcy Mulvihill, City Administrator Matt Hysten and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY McCLISH SECOND HAGGARD TO ADOPT THE APRIL 15, 2013 CITY COUNCIL AGENDA. Motion carried 4-0.
4. **Consent Agenda:** MOTION BY BROWN SECOND McCLISH TO APPROVE THE APRIL 15, 2013, CITY COUNCIL CONSENT AGENDA AS A-D AS FOLLOWS:
 - a. Approve the City Council Minutes of April 1, 2013.
 - b. Approve the appointment of Fire Fighter George Bichler to the position of Fire Lieutenant
 - c. Hire Jennifer Baker as a Part Time Liquor Store Clerk
 - d. Approve the Payment of Claims for \$262,187.16 (Check #'s 65431-65502 \$171,345.10 and ACH 1, 56E & 57E \$90,842.06)Motion carried 4-0.
5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:**
7. **Ordinances & Resolution:**
8. **Reports of Consultants & Staff Members:**
 - a. **Engineer: Wastewater Treatment Plan Facility Plan Discussion:** Voge reported as stated by City Administrator Matt Hysten at the last City Council meeting, since the beginning of 2013 there has been a significant increase in development interest. Growth is occurring much quicker than anticipated based on development interest and applications. Voge explained the process and the various discharge options of the wastewater effluent the City had available. Voge stated based on their experience, MPCA permitting requirements are becoming increasingly stringent. In order to meet the MPCA permitting requirements, modifications to the City Wastewater Treatment Facility is inevitable which would require a Facility Plan be completed. A facility Plan explores options for wastewater treatment and identifies cost associated with the treatment options. A Facility Plan is also required to be eligible for Minnesota Public Facilities Authority (PFA) Funding. MPCA is updating the City's NPDES permit for the Wastewater Treatment Facility along with City staff to help finalize the permit. The facility planning process is the initial step in the process that will last for approximately five years from the Facility Plan to the potential construction of improvements. The costs associated with meeting MPCA

regulations will be identified in the Facility Plan. There is no action needed tonight on the Facility Plan. This will likely be brought back to the May 6, 2013 City Council meeting.

Rum River Bluffs: 429 Special Assessment Process Request: The developer of the Rum River Bluffs subdivision is requesting to initiate the 429 bonding process for the area that does not have existing streets and utilities. This development was developed in phases. I would like to answer any questions before an agreement would be brought forward.

b. **Attorney:**

c. **Staff:**

Fire Dept.: Isanti Area Joint Operating Fire District Automatic Mutual Aid

Agreement: Chief Kapler presented the agreement to the City Council. This automatic mutual aid agreement is for confirmed structure fires only. The key point here is that it is automatic call out. Brown asked if all vehicles would be disbursed to the fire. Chief Kapler said there would always be at least one vehicle left at the station, we would not leave the city unprotected.

MOTION BY BROWN SECOND HAGGARD TO ENTER INTO WITH ISANTI AREA JOINT OPERATING FIRE DISTRICT AN AUTOMATIC MUTUAL AID AGREEMENT.

Motion carried 4-0.

Department Report: Fire Chief Dean Kapler stated this auto aid is a great example of why departments do not have to gear up with particular vehicles and equipment for an event that may happen once in a great while, which in turn is a cost savings. We continue to look at opportunities like this. Tveit said this is the same type of discussion we have been having in the Rum River Joint Fire Service.

Public Works: Water Appropriation Fee Increases: City Administrator Matt Hysten reported the State House Environment, Natural Resources and the Agriculture Finance committee has proposed a bill (HF1679 and SF1549) to increase water appropriation fees that would financially affect our municipal water system. The Council had given direction to keep water rates as stable as possible and try to minimize increases in residential water bills. With this new proposal, the City's permit fee would raise from \$900 to around \$4,100. This would increase residential water bills by about \$2 per year per household. The "new moneys" would be collected by the City and forwarded on to the State. This potentially could be another unfunded mandate forced upon our ratepayers. If you have a strong opinion on this and want to contact our State Senator for State Representative, please do so. This does not have a recommendation in the agenda report because it is in current legislation. Tveit said this is frustrating because we would be forced to pay the permit increase. How many unfunded mandates do we have? Tveit asked staff to come up with a list associated with the cost of unfunded mandates. Consensus of the City Council to prepare a letter opposing this unfunded mandate in regards to the permit fee increase.

Liquor Store:

Police Dept.:

City Administrator: Discussion on the Lot South of the Post Office off Woodbine Street: Hysten reported earlier this year, the City Council requested staff research options for the City lot south of the post office. Hysten stated in researching how the city obtained the parcel we found out this property was not acquired with CDBG as we thought it might have been. Hysten noted there are a number of options. Option 1: do nothing-allow the regular parking on an unimproved surface to continue (against City Code); Option 2: improve the lot to a city code legal parking lot and seek a lease from the Post Office to have employee/customer parking; Option 3: declare the property surplus

and proceed to sell the property; or Option 4: Request the illegal parking to cease, if no compliance then ticket and/or tow the vehicles. Haggard asked how big is the lot. Hylan stated he did not have the dimensions of the lot. Consensus of the council members would like to see the lot declared surplus property.

9. **Reports from Council Members:** No reports.
10. **Report from Mayor:** Tveit stated he attended the Community and Business Expo on April 6. Tveit said he heard positive comments on our staff and the City as he walked around the Expo.
11. **Old Business:** None.
12. **New Business:** None.
13. **Adjournment:** The Regular City Council meeting adjourned at 6:30 pm.

Barbara I. Held, City Clerk