

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

CITY COUNCIL MINUTES

May 19, 2014

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 Amy Lazere, Steve Kane, Tim Brown and Chris McClish. Also present were City Engineer Jared Voge (Bolton & Menk, Inc.), City Attorney Scott Lepak (Barna, Guzy & Steffen) Police Sergeant Jake Rehling, Finance Director Darcy Mulvihill, City Administrator Matt Hysten and City Clerk Barb Held.

Mayor Tveit stated before we start with the meeting Acting Police Chief Rehling would like to address the City Council. Acting Chief Rehling stated the police department had a very busy day in St. Francis today. At approximately 12:05 pm today there was an armed robbery at the Restyle Consignment Shop, the person brandish a handgun, received funds and left on foot. After the 911 call, we surrounded the area. We did issue a modify lock down for the schools in the closed proximity, St. Francis Elementary and Middle Schools. The schools did proceed with regular activities in the school but the outside doors were locked and no one could leave or enter the buildings. We also had all business in the area lock their doors including city hall. We had police officers at all the schools at the time of school letting out. Currently we have Anoka County CID in town, so I will need to leave but will keep the City Council posted when more information is available.

3. **Adopt Agenda:** MOTION BY KANE SECOND BROWN TO ADOPT THE MAY 19, 2014 CITY COUNCIL AGENDA. Motion carried 5-0.
4. **Consent Agenda:** MOTION BY McCLISH SECOND LAZERE TO APPROVE THE MAY 19, 2014 CITY COUNCIL CONSENT AGENDA AS A – E AS FOLLOWS:
  - a. Approve the City Council Minutes – May 5, 2014
  - b. Accept the resignation of Fire Fighter Jesse Sawyer
  - c. Approve the St. Francis Lions Club 3.2 Permit for Pioneer Days June 6-8 and Chicken Wing Competition June 21 in Community Park
  - d. Approve the Beef O’Bradys Outdoor Dance Permit June 28 City Centre Parking Lot
  - e. Payment of Claims \$347,393.09 (Check # 67248-67327 \$254,160.18 and ACH 86E-87E \$93,232.91)Motion carried 5-0.
5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:**
  - a. **Abdo, Eick and Meyers LLP: 2013 Annual Audit Review:** Andy Berg of Abdo, Eick and Meyers gave a summary power point presentation on the 2013 Annual Audit.

Mayor Tveit presented Finance Director Darcy Mulvihill the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA). The award represents a significant achievement by the entity. This reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. Mulvihill then thanked the City Council and staff for their help in the budget process.

7. **Ordinances & Resolution:**

a. **Resolution 2014-16: Contract for Specific Work for Shared Fire Services:** Tveit stated the fire chief is here to answer any questions you may have. Fire Chief Dean Kapler stated this is a good process to continue. MOTION BY BROWN SECOND McCLISH ADOPTING RESOLUTION 2014-16 A RESOLUTION APPROVING THE CONTRACT FOR SPECIFIC WORK FOR SHARED FIRE SERVICES. Motion carried 5-0.

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

a. **Engineer:**

b. **Attorney:**

c. **Staff:**

**Building Official:**

**Finance Dept.:**

**Fire Dept.:**

**Public Works: Roundabout Update:** Last week we had a meeting on the roundabouts with Anoka County. Voge and Teicher attended this meeting where they strongly suggested Anoka County provide the City's portions cost estimates to the City Council soon. Anoka County will be at the June 2, 2014 City Council meeting to answer any questions the City Council may have. Tveit stated Anoka County did talk about the trails and maybe they would be more of a future project. I would like to see the trails to be put in with this project. People, I think are starting to understand roundabouts a little better.

**Liquor Store:**

**Police Dept.: COPS Grant:** With Acting Chief Rehling having to leave I would like to explain why the City would like to apply for the grant. We may not receive it but do not want to miss a year of submittal. McClish and the rest of the City Council agreed to keep submitting the Grant application.

**City Administrator: Meridian Update:** City Planner Nate Sparks provided an agenda report on the Meridian Behavioral Health extension request. Meridian Behavioral Health received approvals for a Preliminary Plat, Rezoning, Conditional Use Permit, Site Plan Review, and Final Plat in 2013. The deadline for enacting these approvals is coming up in July. The applicant would like to have this deadline extended one year and has made a request to the Council for this purpose. An extension may be granted by the Council after review by the Planning Commission. The Planning Commission review is scheduled for May 21, 2014. After this review, the City Council may act upon the extension request at the June 2, 2014 meeting.

**4020-233<sup>rd</sup> Avenue "Old" Food n Fuel Site Update:** Hylen reported with the assistance of city attorney, Scott Lepak a letter was sent to the owner of this property. As of this evening, the building is still unsecure. Lepak stated the building was broken into. A letter regarding the

condition of the structure along with the initial police report and a supplemental police report was sent to the property owner. We have not heard back from them so we would like to move on to the next steps. One would be to get an administrative search warrant and hire a mold specialist and evaluate the situation. There will be cost incurred but would assessing the property back for any legal and associated cost. The city recently passed a vacant building ordinance. McClish feels we are moving in the right direction and that building it is such an eye sore. All councilmembers agreed.

Filing for the City Council races open tomorrow May 20 and goes through June 3.

9. **Reports from Council Members:** Kane reported on the grass roots St. Francis Community Recreation group. We have invited all various groups to a meeting May 28 to ask what they would like to see at this facility. After all the input we will need to go out for a facility space needs study.

Lazere reported Kim, of Cre8 Graphic Design redid the newsletter format and the website is mobile friendly. She has done a lot for one week.

Pioneer Day meeting this Thursday, May 22, 2014 at public works building at 6:00 pm. Still need more volunteers in various areas.

10. **Report from Mayor:** I sent the mayor's article to the city clerk last night and included some Pioneer Day events and the need for volunteers. Tveit asked to add "like us on Facebook" to his article.

We do have a joint fire meeting this Wednesday.

11. **Old Business:** None.

12. **New Business:** Tveit stated we were under budget last year and I would like the city council to think about using some of the funds to be earmarked for street repair.

13. **Adjournment:** The Regular City Council meeting adjourned at 6:44 pm.