

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

CITY COUNCIL MINUTES

June 2, 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 Planner Nate Sparks (Northwest Associated Consultants) City Engineer Jared Voge (Bolton & Menk, Inc.), City Attorney Scott Lepak (Barna, Guzy & Steffen) Police Sergeant Jake Rehling, Building Official Andy Schreder, Finance Director Darcy Mulvihill, City Administrator Matt Hysten and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY KANE SECOND BROWN TO ADOPT THE JUNE 2, 2014 CITY COUNCIL AGENDA. Motion carried 5-0.
4. **Consent Agenda:** MOTION BY McCLISH SECOND BROWN TO APPROVE THE JUNE 2, 2014 CITY COUNCIL CONSENT AGENDA AS A – C AS FOLLOWS:
 - a. City Council Minutes – May 19, 2014
 - b. Conditional Offer of Hire to Nathaniel Deshayes as a Public Works Operator, Grade 8
Step 1 Pending Pre-employment Testing and Background Check
 - c. Payment of Claims \$\$170,002.64 (Check #67328-67402)Motion carried 5-0.
5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:**
 - a. **Anoka County Highway Department-Bridge Street Roundabout Discussion:** Curt Kobilarcsik gave a quick update of what has gone on since the last time they were at the City Council meeting; March 3, 2014 we had our first open house with a second open house April 10. We have made a slight curve to the street layout after hearing comments at these meetings. We performed a noise analysis and were informed none is needed for this project. We attended the Chamber Business Expo and the discussion was well received. Thanked the City Staff for informing us of that opportunity. At the July 7 City Council meeting Anoka County would like the joint powers agreement to be voted on. April 2015 we would bid the project and construction beginning June 2015. I would like to walk through the draft joint powers agreement with you. Design, cost and maintenance agreement are three components we need to agree on in this agreement. All the cost are estimated cost. The numbers we used are numbers we received from our consultants. Once we award the project and update the project cost, we would ask for 95% of the city's share. He also reported on the cost that Anoka County would be contributing. Tveit stated he was surprised at the city's share cost. How do we make sure the project costs do not escalate? Kurt said the original project cost was less. We did build in some safe guards hoping it doesn't increase either. I would like to believe this is the highest number. Tveit then asked about the trails on the south side of Bridge Street. We are very interested in that trail but would like to see some reimbursement from Anoka County. Kurt explained how the trail reimbursement would be handled. Brown said he is still a little hesitant on the project. Kurt said the public

support has been increasing with positive feedback. I think we have had a lot of public outreach with the public. McClish asked if the majority of the construction will happen after school is out? Kurt stated we will try but to keep the Bridge open to traffic which could extend the project time. Brown asked have you taken soil boring so there are no surprises. Kurt yes we did, we needed to do them for the project. Kurt thanked the City Council.

b. Meridian Behavioral Health: Extension Request – Resolution 2014-17: City Planner Nate Sparks gave a brief overview to the City Council relating to the Extension Request from Meridian Behavioral Health. A memorandum outlining their request was included in the packet. The Planning Commission met on this project on May 21, 2014 and recommend approval. MOTION BY KANE SECOND LAZERE TO APPROVE RESOLUTION 2014-17 A RESOLUTION APPROVING AN EXTENSION FOR ZONING AND PLAT APPROVALS FOR MERIDIAN BEHAVIORAL HEALTH. Motion carried 5-0.

7. **Ordinances & Resolution:**

a. Resolution 2014-18: Transfer from General Fund, Water Fund and Sewer Fund to EDA Lease Revenue Bonds Debt Service Fund: MOTION BY BROWN SECOND KANE ADOPTING RESOLUTION 2014-18 A RESOLUTION APPROVING THE TRANSFER FROM GENERAL FUND, WATER FUND AND SEWER FUND TO EDA LEASE REVENUE BONDS DEBT SERVICE FUND. Motion carried 5-0.

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

a. Engineer: Aztec Street: Bid results – Resolution 2014-19: On Thursday, May 22, 2014 three bids were received on the Aztec Street Improvement. The bids received were from North Pine Aggregate, Inc. \$215,067.15; Knife River Corporation \$239,222.40; and Dresel Contracting, Inc. Chisago City \$271,863.31. This street improvement is because of the new O'Reilly Auto Parts Store and the straightening of Aztec Street intersecting 233rd Avenue. Tonight I recommend there is not action because we are still waiting for a signature regarding the easement from the Abbey Fields Townhome property owner. Kane asked how much of the project is being assessed to the abutting properties. Voge said 100% of the project cost would be assessed to the abutting properties. Voge asked that this be brought back to the June 16 City Council agenda.

Bridge Street Feasibility Report: The feasibility report on Bridge Street Improvement has been completed. A report from City Engineer Jared Voge was included in the packet. This would be for the city utilities including sanitary sewer, water main and lighting within the Bridge Street corridor coordinated with the Anoka County Roundabout Project. However, we have expanded our project. Voge asked the City Council to review the Feasibility Report for the 2015 Bridge Street Improvements and provide comments to city staff so that the Preliminary Feasibility Report can be approved at the July 7, 2014 City Council meeting so plans and specifications can be prepared. Kane asked where would the funds come from for this improvement. Voge said there are no assessments considered with this project. The cost would be paid through user fees and future access charges through the city's utilities. Lazere asked how far could our water and sewer expansion cover. Is the size big enough to handle Oak Grove and Bethel? Voge said we are not pursuing this but it could be expanded to those two cities.

Street Repair: Voge reported there are streets with potholes problems. It is not only a problem with St. Francis but throughout the metro area. MnDOT came up with a reasoning but most of

the metro cities do not agree with their reasoning on why there are so many pothole problems. There is a group out there trying to determine what happened and how to correct it. Possibly it could be the mix design. City Staff has elected not to seal coat until they figure out the problem, so we are just crack filling. We are not in this alone and could cost a lot of money to fix. Tveit stated if Wisconsin mix is working, can we use there's? The group is looking at the states that have the same type of weather. Once more information is available, it will be brought back to you.

b. **Attorney:**

c. **Staff:**

Building Official: Building Inspection Assistant Job Description: Building Official Andy Schreder provided the City Council with an agenda report asking for authorization to hire a full time Building Inspector's Assistant. We have been discussing the possibility of adding a person for some time. Last two years we have added a seasonal inspector. Nowthen has been advised of the possibility of adding staff. They are receptive to this staffing. Building Inspection is a fee for service so there should be no tax increase. The position would be paid for by inspection fees. Tveit said I would not be in favor of amending our agreement with Nowthen at this time. **MOTION BY LAZERE SECOND BROWN TO APPROVE THE BUILDING INSPECTION ASSISTANT JOB DESCRIPTION AT GRADE 4.** Motion carried 5-0. **MOTION KANE SECOND LAZERE TO AUTHORIZING STAFF TO FILL THIS POSITION.** Motion carried 5-0.

Finance Dept.:

Fire Dept.:

Public Works:

Liquor Store:

Police Dept.:

City Administrator: Signage on City Hall: Lazere asked where on the building would we be placing the sign. Hylen said it would be placed in the gable above the front door. McClish asked about the color. It would be backlight with what we believe is black letters. Tveit asked where the funds would be coming from. Hylen stated we would like to keep this within our budget. If not I would come back and ask to use liquor store funds. **MOTION BY TVEIT SECOND McCLISH TO APPROVE THE SIGNAGE FOR CITY HALL.** Motion carried 5-0.

4020-233rd Avenue "Old" Food n Fuel Site Update: We did get permission to enter the premise and will now contact a mold specialist.

9. **Reports from Council Members:** McClish reported this Wednesday is the last day of school and Pioneer Days this weekend with the fireworks being displayed on Saturday evening instead of Sunday.

Lazere stated we are still looking for volunteers for parking lot attendants and park clean up.

Kane reported on the St. Francis Recreation Center task force meeting. We did have our first larger meeting. We are gathering information from the various clubs so a space needs study can be completed.

10. **Report from Mayor:** Tveit too wanted to remind everyone school gets out this Wednesday and there will be a lot more kids out, so be watchful of them. Have fun at Pioneer Days but be careful. Congratulations to the 100th graduating class of St. Francis High School.

On Saturday I would like to invite everyone for the St. Francis Ambassador's Program at Community Park starting at 3:00 pm.

11. **Old Business:** None.

12. **New Business:** Lazere reported the donation boxes around town are becoming a dumping ground. Not sure what we need to do about it. Tveit said let's get ahold of the businesses so they make sure their property stays clean.

13. **Adjournment:** The Regular City Council meeting adjourned at 7:20 pm.

Barbara I. Held, City Clerk