

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

CITY COUNCIL MINUTES

June 16, 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, and Chris McClish. Council members Tim Brown and Steve Kane excused. Also present were City Engineer Cody Holmes (Bolton & Menk), Police Sergeant Jake Rehling, Public Works Director Paul Teicher, Finance Director Darcy Mulvihill, City Administrator Matt Hysten and City Clerk Barb Held.
3. **Adopt Agenda:** Tveit asked the St. Francis American Legion be added to the agenda under 6b. MOTION BY LAZERE SECOND McCLISH TO ADOPT THE JUNE 16, 2014 CITY COUNCIL AGENDA. Motion carried 3-0.
4. **Consent Agenda:** Lazere asked if exit interviews are conducted and if council members are a part of that interview. Tveit stated we will discuss that topic under New Business. MOTION BY McCLISH SECOND LAZERE TO APPROVE THE June 16, 2014 CITY COUNCIL CONSENT AGENDA AS A – I AS FOLLOWS:
 - a. City Council Minutes – June 2, 2014
 - b. Work Session Notes – June 2, 2014
 - c. Independent School District #15 Contract for 2014-2015 School Resource Officers
 - d. Animal Control Contract with Gratitude Farms
 - e. Accept the Resignation of Office Support Amy Berglund
 - f. Declaring the Vacancy of the Office Support Position
 - g. Appoint Anna Anderson to fill the Office Support vacancy
 - h. Pay Estimate No. 4 for Rum River Bluffs-Phase 2 to LaTour construction, Inc. of Maple Lake
 - i. Payment of Claims for \$358,219.52 (Check numbers 67403-67478 \$259,343.82 and ACH 88E-89E \$98,875.70.Motion carried 3-0.
5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:**
 - a. **Chris Serritslev of CenterPoint Energy: Grant Presentation to the St. Francis Police Department:** Mr. Serritslev presented a check for \$2,500 to the City of St. Francis. This grant will be used to purchase new AED's for the St. Francis Police Department. Mr. Serritslev stated CenterPoint Energy since 2003 has exceeded 1.2 million dollars in donations for 632 projects. The grant money is issued for cities in their service area for needed safety equipment. Mayor Tveit thanked Mr. Serritslev and CenterPoint Energy for their generous donation.

b. St. Francis American Legion: Doug Lennartson was present on behalf of the St. Francis American Legion Post 622. Mr. Lennartson has volunteered for the American Legion building restoration project. This project includes painting the American flag on the east side of the building and an eagle on the west side. Before the painting, they will be removing the wood sections and replacing it with new steel siding. Mr. Lennartson stated he spoke with the city planner and nothing was needed for the painting. In speaking with the building inspector, he informed us we would need a building permit for removing the wood and replacing the sides with steel siding. The board asked why they would need a permit for the siding and would the city donate or waive the cost of the building permit. Tveit said the City itself does not donate because of public money. Churches and schools also fall into the nonprofit status and when they done alterations permits were applied for and paid. Mr. Lennartson said I do not need an answer tonight. Mr. Lennartson stated they have also applied for a grant. Tveit asked that this topic be placed on the July 7, 2014 City Council agenda. In the mean time have our building inspection write a letter to the American Legion and let the City Council know in the Off Week Memorandum if in fact they need a building permit and why.

7. **Ordinances & Resolution:**

a.

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. Since the last City Council meeting the easement documentation has been signed but has not closed on this transfer of property. It is supposed to be scheduled for some time this week. MOTION BY McCLISH SECOND LAZERE TO ACCEPT THE THREE BIDS FOR THE AZTEC STREET IMPROVEMENT. Motion carried 3-0.

MOTION BY McCLISH SECOND LAZERE TO ADOPT RESOLUTION 2014-19 A RESOLUTION AWARDED CONTRACT TO NORTH PINE AGGREGATE, INC \$215,067.15 FOR THE AZTEC STREET NW IMPROVEMENT PROJECT CONTINGENT UPON THE CLOSING ON THE EASEMENT. Lazere asked how long do you expect the project to take? Holmes stated the project should take about three to four weeks. Motion carried 3-0.

b. **Attorney:**

c. **Staff:**

Finance Dept.:

Fire Dept.:

Public Works:

Liquor Store:

Police Dept.:

City Administrator: 4020-233rd Avenue “Old” Food n Fuel Site Update: Staff coordinated a mold consultant to inspect the property with our Building Official Andy Schreder on Friday, June 6, 2014. Additionally, the owners finally contracted with a mowing

company to improve the look of the lot. We have not received the report from the mold consultant yet. McClish asked if the building would be boarded back up. Hylen stated with our new vacant property ordinance, staff will come back to the City Council with a plan.

9. **Reports from Council Members:** Lazere thanked staff and the community for a successful Pioneer Days. Also thank you to Paul and Barb for their work this year.

McClish heard Pioneer Days went well and greatly appreciates all the effort and time. McClish also wanted to thank the St. Francis Chamber, Councilmember Lazere and staff for the extra hours that were put into the event.

10. **Report from Mayor:** Tveit also thanked the St. Francis Chamber and heard a lot of positive comments on Pioneer Days. Probably the most comments were about the fireworks being held on Saturday night instead of Sunday. In addition, we have new St. Francis Ambassadors and I would like to welcome them. Also, want to thank the St. Francis Ambassador program directors.

11. **Old Business:** Lazere would like some type correspondence sent to the Salvation Army regarding their drop box at St. Francis Foods. That one is constantly over flowing and looks awful as people come into St. Francis.

12. **New Business: Exit Interviews:** Tveit stated that Lazere asked if council members were present during the exit interviews or are they even done. Hylen stated typically, the City Council has not been part of the exit interviews but is not opposed to have elected official be included. Tveit indicated Ms. Berglund is terminating her full time status but has indicated she is willing to help when needed and if she is available. Council agreed to have Lazere be the council representative in the Berglund exit interview.

Tveit said hats off to the public works department for working through the tough weather conditions.

Lazere said one more thing, I would like to thank Matt and Barb by going above and beyond this past Sunday and help an organization out that needed help.

13. **Adjournment:** The Regular City Council meeting adjourned at 6:34 pm.