

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

CITY COUNCIL MINUTES

July 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, Amy Lazere, Tim Brown and Chris McClish. Also present were City Engineer Jared Voge (Bolton & Menk) 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 HAGGARD SECOND LAZERE TO ADOPT THE JULY 15, 2013 CITY COUNCIL AGENDA. Motion carried 5-0.
4. **Consent Agenda:** Lazere asked about item d. The Council will discuss this immediately after the vote on the consent agenda. MOTION BY McCLISH SECOND BROWN TO APPROVE THE JULY 15, 2013, CITY COUNCIL CONSENT AGENDA AS A –C and E AS FOLLOWS:
  - a. Approve the City Council Minutes of July 1, 2013.
  - b. Pay Request #17 from Amcon Construction Management for a total of \$4,883.00 to Steinbrecher Painting \$3,383 and St. Cloud Refrigeration \$1,500.
  - c. Acknowledgement of the One Gambling Application for Exempt Permit (Raffle) for St. Francis Youth Hockey Application for January 1, 2014 at the St. Francis Community Center at 11:00 am
  - ~~d. Approve the Public Improvement and Assessment Agreement –Rum River Bluffs, Phase II~~
  - e. Approve the Payment of Claims for \$111,787.60 (Check #'s 65796-54744)Motion carried 5-0.  
  
**d. Approve the Public Improvement and Assessment Agreement –Rum River Bluffs, Phase II** Hysten stated this is a voluntary assessment agreement. The developer has requested the water/sewer, curb, gutter and street be assessed back to the lots. We are looking at a three-year special assessment at around a 3.5% interest rate. Lazere asked in the three-year payment what if payments could not be made. Hysten said this is like any normal special assessment. Typically, they can roll it over to their primary mortgage or continue paying over the three years. This assessment does stays with the lot. MOTION BY McCLISH SECOND BROWN TO APPROVE THE PUBLIC IMPROVEMENT AND ASSESSMENT AGREE FOR RUM RIVER BLUFFS PHASE II. Motion approved 5-0.
5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:**

7. **Ordinances & Resolution:**

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

a. **Engineer: Rum River Bluffs Bid Results & Resolution 2013-24 Awarding the Bid:** Voge stated enclosed in your packets is a summary of the bids received for the Rum River Bluffs Phase II improvements. There were eight bids ranging from the low bid amount of \$472,920.40 to the high bid amount of \$591,250.00. The bids received were Latour Construction Inc, of Maple Grove \$472,920.40, C.W. Houle, Inc. of Shoreview \$473,446.00, Kuechle Underground, Inc. of Kimball \$485,003.59, Northdale Construction Co. of Albertville \$512,804.43, Redstone Construction Co. of Mora \$550,632.21, Designing Earth Contracting of Cedar \$577,961.90, New Look Contracting of Elk River \$579,891.05 and Dave Perkins Contracting of Ramsey \$591,259.00. MOTION BY BROWN SECOND McCLISH TO ACCEPT THE EIGHT BIDS FOR THE RUM RIVER BLUFFS PHASE II IMPROVEMENT. Motion carried 5-0.

MOTION BY McCLISH SECOND LAZERE TO ADOPT RESOLUTION 2013-24 A RESOLUTION RECEIVING BIDS AND AWARDING CONTRACTOR FOR THE RUM RIVER BLUFFS- PHASE 2 IMPROVEMENT. McClish asked how many lots are still vacant in this development. Finance Director Mulvihill stated 41 lots. Motion carried 5-0.

b. **Attorney:**

c. **Staff:**

**Fire Dept.: Fire Study Group-Council Input:** Fire Chief Dean Kapler reported on June 26, 2013 meeting that was held with the Emergency Services Consulting International the company that completed the Feasibility Study for Shared Fire and Emergency Services. If you have any more questions before this Thursday's (July 18) meeting study group meets again please let me know and I would be happy to forward them on to the group.

**Public Works:**

**Liquor Store:**

**Police Dept.: Department Report:** Police Chief Harapat gave an update on the timeline for replacing the police officer vacancy. The process takes longer than a typical hire due to the different testing and field training. Chief Harapat said it could be as late as December before we have the officer on the street.

**City Administrator: - 4020-233rd Avenue "old Food-N-Fuel" Update:**

Hylen stated at the last council meeting there were questions on the vacant building at 4020-233<sup>rd</sup> Avneue NW. Hylen reported the tanks are out, however that does not mean the site is clean. MPCA is working with MDW the company that owns it. The general clean up and securing the buildings are being continually monitored. The council asked if there are tools out there possibly some funds available to help with the clean-up of this site. Typically, the city would have to own the property, Hylen noted. Lazere asked isn't there some abandonment rules that they would need to follow. Hylen said there is a fine line; they are current on their taxes.

**Authorization to allocate money for Condemnation for the Aztec Street Extension:**

Hylen reported the City is working on the legal issues associated with extending Aztec Street South. As stated in his memorandum, this is being done to line up the access for

existing apartments and create access to the commercial property fronting Highway 47. The City is acquiring cost with this process, but will place these costs within the assessments to the full extent that is legally permitted.

**2012 Accomplishments/Awards: Recycling Award:** Mayor Tveit presented Public Works Director Paul Teicher the Recycling Award Certificate. The City received from Anoka County Board of Commissioners an award recognizing the City of St. Francis for their goal achievement. Mayor Tveit read the City of St. Francis during 2012 recycled 585.36 tons of material, collected .59 tons of problem materials for proper management and managed 2.7 tons of yard waste.

**Government Finance Officers Association:** Mayor Tveit presented Finance Director Darcy Mulvihill the Distinguished Budget Presentation Award for the current budget from the Government Finance Officers Association (GFOA). This award is the highest form of recognition in governmental budgeting and represents a significant achievement. Mayor Tveit also presented a Certificate of Recognition for Budget Presentation to Mulvihill as being the primarily responsible for its having achieved the award.

Mayor thanked the award recipient's for their accomplishments.

**Organized Waste Collection:** Metro Cities along with the League of MN Cities is giving a presentation on the new legislation pertaining to the Organized Waste Collection. This meeting will take place at the League building in St. Paul on Thursday, July 25 from 1:30 to 3:00 pm. We do have a staff member attending but if any of the City Council would like to attend please let us know so we can RSVP for you.

9. **Reports from Council Members:** None.

10. **Report from Mayor:** This Thursday, is our joint fire department meeting in Ramsey at 3:30 pm.

11. **Old Business:** When someone wants to address the City Council, they need to sign up before the meeting. I believe the gentleman earlier that wanted to speak was here before the council but did not sign up. The reason we do this is to maintain order and keep the meeting moving without interruptions.

12. **New Business:** None.

13. **Adjournment:** The Regular City Council meeting adjourned at 6:33 pm.