

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

CITY COUNCIL MINUTES

July 21, 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 Steve Kane, Tim Brown and Chris McClish. Amy Lazere arrived at 6:20 pm. Also present were City Attorney Scott Lepak (Barna, Guzy & Steffen), City Engineer Jared Voge (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:** Add St. Francis Ambassador Program letter to Mayors Report.
MOTION BY BROWN SECOND KANE TO ADOPT THE JULY 21, 2014 CITY COUNCIL AGENDA. Motion carried 4-0.
4. **Consent Agenda:** McClish asked to have 4d moved to 6a for further discussion.
MOTION BY KANE SECOND McCLISH TO APPROVE THE JULY 21, 2014 CITY COUNCIL CONSENT AGENDA AS A-C AND E- G AS FOLLOWS:
 - a. City Council Minutes – July 7, 2014
 - b. Receive and Acknowledge the URRWMO Minutes – May 6, 2014 and Unapproved July 8, 2014
 - c. Authorization to fill the Public Works Operator Position
 - d. ~~Dance Permit for Patriot Lanes: June 5 & 6, 2015 during Pioneer Days~~
 - e. St. Francis Youth Hockey Association: Application for Exempt Gambling Permit at St. Francis Community Center on January 1, 2015 is acknowledged with no waiting period.
 - f. MN Waterfowl Assn. - Cedar Creek Chapter: Gambling Application for Exempt Permit for September 18, 2014 at St. Francis American Legion is acknowledged with no waiting period.
 - g. Payment of Claims for \$543,665.66 (Check numbers 67572-67642 \$441,706.30 and ACH 90, 91 & 94 \$101,959.36)Motion carried 4-0.
5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:**
 - a. **Dance Permit for Patriot Lanes: June 5 & 6, 2015 during Pioneer Days:** McClish would like to have the band shut down at 11:00 pm. This would allow more time for people to leave and find a ride home. Tveit said we should make it consistent to all dances during Pioneer Days. Lepak stated we could table it or subject the permit to limitations. Kane said he too has heard some complaints with the late noise. MOTION BY McCLISH SECOND BROWN TO TABLE THE DANCE PERMIT FOR PATRIOT LANES. Motion carried 4-0.
7. **Ordinances & Resolution:**

a. **Ordinance 196, Second Series: Amending Fee Schedule (Second Reading):** MOTION BY KANE SECOND BROWN TO APPROVE THE SECOND READING OF ORDINANCE 196, SECOND SERIES AMENDING THE FEE SCHEDULE. Roll Call: Ayes: Kane, Brown, McClish, and Tveit. Motion carried 4-0.

b. **Ordinance 197, Second Series: Establishing Section 10-16-17 Entitled :Outdoor Wood-Burning Furnaces (Second Reading):** MOTION BY McCLISH SECOND KANE TO APPROVE THE SECOND READING OF ORDINANCE 197, SECOND SERIES ESTABLISHING SECTION 10-16-17 ENTITLED “OUTDOOR WOOD-BURNING FURNACES. Roll Call: Ayes: Brown, McClish, Kane, and Tveit. Motion carried 4- 0.

c. **Resolution 2014-23: Authorizing Summary Publication of Ordinance 197, Second Series:** MOTION BY BROWN SECOND McCLISH ADOPTING RESOLUTION 2014-23 A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 197, SECOND SERIES ESTABLISHING SECTION 10-16-17 ENTITLED “OUTDOOR WOOD-BURNING FURNACES. Motion carried 4-0.

d. **Ordinance 198, Second Series: Amending Section 10-10 Regarding Planned Unit Developments (Second Reading):** MOTION BY KANE SECOND McCLISH APPROVING THE SECOND READING OF ORDINANCE 198, SECOND SERIES AMENDING SECTION 10-10 REGARDING PLANNED UNIT DEVELOPMENT. ROLL CALL: Ayes: McClish, Kane, Brown, and Tveit. Motion carried 4-0.

e. **Resolution 2014-24: Authorizing Summary Publication of Ordinance 198, Second Series:** MOTION BY McCLISH SECOND BROWN ADOPTING RESOLUTION 2014-24 A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 198, SECOND SERIES AMENDING SECTION 10-10 REGARDING PLANNED UNIT DEVELOPMENT. Motion carried 4-0.

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

a. **Engineer: Pederson Drive Pedestrian Crossing:** City Engineer Jared Voge provided an agenda report on evaluating a pedestrian crossing on Pederson Drive along with the current speed limit. Voge stated I would not recommend requesting a speed study done at this time. Kane said the speed on Pederson Drive has always concerned me. We will investigate the spacing of the streets coming onto Pederson Drive to see if a lower speed limit would qualify. MOTION BY KANE SECOND McCLISH AUTHORIZING THE CITY ENGINEER TO EVALUATE THE POTENTIAL FOR A PEDESTRIAN CROSSING STUDY ON PEDERSON DRIVE.

Council member Amy Lazere arrived at 6:20 pm.
Motion carried 5-0.

Point Source Implementation Grant Application: Voge provided a memorandum on the Point Source Implementation Grant and is recommending the City apply for the 50/50 matching grant application to help further comply with the new effluent restrictions. MOTION BY KANE SECOND BROWN TO ADOPT RESOLUTION 2014-25 A RESOLUTION AUTHORIZING THE CITY OF ST.FRANCIS TO SUBMIT A POINT SOURCE IMPLEMENTATION GRANT APPLICATION TO THE MINNESOTA PUBLIC FACILITIES AUTHORITY (PFA) AND TO AUTHORIZE CITY OFFICIALS TO EXECUTE A GRANT AGREEMENT ON BEHALF OF

THE CITY OF ST. FRANCIS FOR THE WASTEWATER TREATMENT FACILITY
IMPROVEMENTS. Motion carried 5-0.

Tveit asked Voge if he had a speed study update along Hwy 47 by the middle and elementary schools. Voge stated he did not have an update and will follow up. Tveit said he is hoping that MnDOT would lower the speed for the school zone.

b. **Attorney: Closed Meeting pursuant to Minn. Stat. Sec. 13D.5, Subd. 3(b) to discuss a pending Civil Legal action:** MOTION BY BROWN SECOND LAZERE TO GO INTO A CLOSED MEETING AT 6:30 PM. PURSUANT TO MINN. STAT. SEC. 13D.5,SUBD. 3(B)WHICH IS AN ATTORNEY CLIENT PRIVELDGE TO DISCUSS A PENDING CIVIL LEGAL ACTION. Motion carried 5-0. The City Council was back in session at 6:41 pm. Lepak stated he has nothing further to report than what was discussed in the closed session.

c. **Staff:**

Finance Dept.:

Fire Dept.:

Public Works: Authorization to Purchase a Mower: Public Works Director Paul Teicher provided an agenda report on the purchase of a 2014 Hustler Super Z Zero turn mower with grass catcher attachment for \$14,433.00 off the State bid pricing. The mower was in the 2014 CIP. Brown asked if we are going to trade the old one in. Teicher stated not at this time. We currently do not have a backup. MOTION BY LAZERE SECOND McCLISH AUTHORIZING STAFF TO PURCHASE A 2014 HUSTLER SUPER Z ZERO TURN MOWER WITH GRASS CATCHER ATTACHMENT FOR \$14,433 OFF STATE BID FROM ELITE LIFT TRUCK INC. OF RAMSEY, MN. Brown said when the old mower starts to cause problems, I would like you to get rid of it and Tveit agreed. Motion carried 5-0.

Tveit asked how are the guys are dealing with the heat. We do watch out for each other and they keep well hydrated. Tveit asked if we have heat exhaustion training. Teicher said we do annually.

Liquor Store:

Police Dept.: Sergeant Appointment: Acting Chief Jake Rehling provided an agenda report on promoting an officer to a sergeant position. Tveit asked is it common for departments our size to have two sergeants. Rehling said it is not uncommon. Spring Lake Park, a department close to our size does have a couple sergeants. McClish said he supports this position and should have happened a long time ago. I believe it is a very important position. Would these sergeants be working different shifts? Rehling said yes. Especially in Chief Harapat's absence, we would benefit from having an additional sergeant. When Chief Harapat returns the sergeants would be working opposite shifts. MOTION BY McCLISH SECOND BROWN AUTHORIZING THE POLICE DEPARTMENT TO POST AN OPEN SERGEANT POSITION IN ORDER TO PROMOTE AN INTERNAL CANDIDATE TO THE POSITION OF PATROL SERGEANT. Motion carried 5-0.

Chief Squad Discussion: Acting Chief Jake Rehling provided an agenda report on history of the chief's squad. Recommendation would be to consider authorizing the police department to trade in the current chief squad for a 2014 Dodge Charger. The current vehicle is six years old with 90 plus 1000 miles. This is not a budgeted item, but the City would save on the cost of a 2014 vehicle instead of a 2015 and receive a larger trade in value now instead of

waiting. Between the trade in and the cost of the car is approximately \$13,000. Drug Forfeiture Funds could pay for the squad set up of lights, siren and equipment at an approximate cost of \$3,500. The council agreed to place the chief's squad on a rotating basis. MOTION BY McCLISH SECOND KANE AUTHORIZING STAFF TO PURCHASE A 2014 DODGE CHARGER OFF STATE BID AND TRADE IN THE CURRENT CHIEF'S SQUAD WITH FUNDS COMING FROM THE LIQUOR STORE AND SQUAD SET UP COST COMING FROM THE DRUG FORFEITURE FUNDS. Motion carried 5-0.

City Administrator: Non-Union Negotiations: Hylen stated about 6/7 months ago council asked to have the non-union negotiations discussed earlier in the budget year. We have two union contracts up for negotiations this year. Typically, we have not discussed non-union negotiations until after the unions have settled. Tveit agreed with Hylen in the past six years the non-union have always discussed salaries after the unions. I am not sure it matters being they are not tied together. Kane said in his profession we usually have negotiated unions first. Brown said he thinks it simpler to settle the union first. McClish stated what happens if the union does not settle until after the first of the year, it would not be fair to the non-union. Kane said that did happen but non-union did get retro pay. Tveit asked if we could put a timeline end date on union negotiations. Hylen said today, we had an introductory meeting with the police union (LELS). McClish asked that some type of COLA is budgeted. Consensus of the council was to wait until after union negotiations are settled.

Update on Cree Street and Hwy 47: Hylen reported the City has tried to sell the one-acre lot but it has a number of restrictions because it was purchased with CDBG Funds. We are in contact with Anoka County HRA on how to proceed on having the restrictions removed.

4020-233rd Avenue (Old Food-N-Fuel): We are hoping on getting the environment report back soon.

Anoka County HRA: Our Planner, and myself met with Anoka County HRA this morning. We will be collecting ideas of high priority items on where we could use some of the money.

9. **Reports from Council Members:** Kane reported that last week the St. Francis Rec Committee met with an architect. We would like to talk to one more architect and make our decision after that.

McClish thanked staff for getting the new banner behind the council bench.

10. **Report from Mayor:** St. Francis Ambassador Program sent a letter to the City Council in regards to the float repair. They had a tire blow on their way to an event which also affected the brake line. It was noted the tires have not been upgraded since 2002. The Council approved up to \$1,000 in 2014 for upkeep on the float. With the purchase of items and repairs earlier this year, they have spent over \$700. The new tires and brake line cost is around \$497.00 Lazere would like to take the extra \$200 from next years \$1,000 budget. Lazere stated I would also like to see an end date to where they become a 501c3 and acquire the float. Brown said I am disappointed the tires were not replaced earlier this year. MOTION BY TVEIT SECOND LAZERE AUTHORIZE STAFF TO COVER THE ADDITIONAL \$200 NEEDED TO

PURCHASE TIRES WITH THE \$200 COMING OFF THE 2015 BUDGET OF \$1,000. Motion carried 5-0.

Tveit asked if there was an update on our Social Media. Held said we have not received a report from Cre 8 Designs but our Facebook likes are up to 254.

11. **Old Business:**

a. **Capital Improvement Plan (CIP 2015-2019) Discussion:** If there are any questions on the CIP please ask staff. There will be a public hearing on the 2015-2019 CIP August 4, 2014. Kane said I did a quick survey when talking to the general public to see if there was an interest in a dog park. The response was very positive. There was an article in the Anoka County Union Herald on Coon Rapids and Andover entering into a joint cooperation with Anoka County Parks to locate a new dog park at Bunker Hills. We do have property along Roanoke Street that could be possibly be used. Tveit said I have had people approach me and one resident came to the city council inquiring about a dog park. I have looked at Ramsey's dog park and it is nice park. McClish said the city of Fridley worked with Anoka County, maybe that is something we can do. Hylen said actually staff contacted Anoka County Parks today to see if they would partner with us. We will keep you updated.

12. **New Business:**

a. **Council Salary Discussion:** McClish asked this be on the agenda. Provided to the City Council was a Salary Survey for Mayor's and City Council from the surrounding areas. The salary survey was a comparison of 2012 and 2014. McClish asked if the City Council was interested in increasing the mayor and council salary. When I asked around to see if people would sign up for the council and mayor position, they did not really realize how many hours we put in. McClish recommend in 2015 an increase of \$75.00 for the mayor and \$50.00 for city council and in 2016 a \$50.00 increase for the mayor and council \$25.00. Lazere feels it would be fair. Tveit agreed with Lazere and stated neither of us are running again. MOTION BY TVEIT SECOND McCLISH TO BRING THE SALARY RECOMMENDATION BACK IN ORDINANCE FORM. Motion carried 5-0.

McClish would also like to conduct a salary survey for our commissions too.

Tveit welcomed State Representative Kurt Daudt to the council meeting.

13. **Adjournment:** The Regular City Council meeting adjourned at 7:39 pm.