

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

CITY COUNCIL MINUTES

September 2, 2014

1. **Call to Order:** The regular City Council Meeting was called to order by Mayor Pro Tem Tim Brown at 6:00 pm.
2. **Roll Call:** Present were Mayor Pro Tem Tim Brown, Council members Steve Kane, Amy Lazere, and Chris McClish. Mayor Jerry Tveit excused. 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, Fire Chief Dean Kapler, Finance Director Darcy Mulvihill, and City Clerk Barb Held.
3. **Adopt Agenda:** Lepak asked to table Temporary Pay Adjustments. MOTION BY KANE SECOND McCLISH TO ADOPT THE SEPTEMBER 2, 2014 CITY COUNCIL AGENDA. Motion carried 4-0.
4. **Consent Agenda:** MOTION BY LAZERE SECOND McCLISH TO APPROVE THE SEPTEMBER 2, 2014, CITY COUNCIL CONSENT AGENDA AS A-D AS FOLLOWS:
 - a. City Council Minutes – August 18, 2014
 - b. Authorization Not to Waive the Statutory Tort Liability Limits to the extent of the coverage purchased with LMCIT
 - c. Pay Estimate No. 1 to North Pine Aggregate, Inc. of Forest Lake for the Aztec Street Improvements for \$92,581.68.
 - d. Payment of Claims for \$228,901.75 (Check numbers 67788-67846)Motion carried 4-0.
5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:**
7. **Ordinances & Resolution:**
 - a. **Resolution 2014-29: Adjusting the Tax Levy for the G.O. Improvement and Utility Revenue Bonds, Series 2007A:** MOTION BY BROWN SECOND McCLISH TO ADOPT RESOLUTION 2014-29 A RESOLUTION ADJUSTING THE TAX LEVY FOR THE G.O. IMPROVEMENT AND UTILITY REVENUE BONDS, SERIES 2007A. Motion carried 4-0.
 - b. **Resolution 2014-30: Providing Preliminary Approval of a Proposed 2014 Tax Levy, Collectible in 2015 and Setting Budget Hearing Date:** Mulvihill stated with this resolution you will be setting the levy. You can lower the levy but not increase after you set it. The final adoption of the levy will be set in December. We had a zero percent levy increase in 2014. In 2013 a 4% and the three previous years before that we had a zero percent increases Mulvihill stated. Lazere is not in favor of hiring three new employees next year. McClish is not sure about the economic development employee but I would be in favor of hiring a streets/parks employee. Kane agreed with McClish, we could hold off on the economic development

employee. Brown agreed with holding off on hiring an economic development employee. McClish said the new employee for the police department is partially funded by the school district. McClish stated I would recommend a 5% levy increase right now and we can always go down. Brown said I would recommend going 7% because we can always go down. Kane said I would like to see a zero increase but I do not see that happening. We can then have a budget workshop. Mulvihill said cities use to have to certify the levy by September 15 but that law changed and is now September 30. MOTION BY BROWN SECOND KANE TO TABLE SETTING THE LEVY UNTIL NEXT MEETING FOR A FULL COUNCIL. Motion carried 4-0.

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

a. **Engineer: Order the Preparation of a Feasibility Study for 241st Avenue – Resolution 2014-31:** MOTION BY KANE SECOND McCLISH TO ADOPT RESOLUTION 2014-31 ORDERING PREPARATION OF REPORT ON 241ST AVENUE IMPROVEMENT. Brown asked is this the right time to spend \$25,000 and develop an industrial park with our current management situation. Motion failed 2-2. Brown and Kane voting nay.

Voge informed the Council that the Point Source Implementation Grant which was submitted to the MPCA for the Wastewater Treatment Facility Improvements earlier this year was approved. The total grant amount is \$2.5 million. The Facility Plan approved by Council and submitted to the MPCA in March 2014 has been approved and the project is on the 2015 Public Facilities Authority Intended Use Plan which means it is eligible for PFA financing; the same financing used for the Water Treatment Plant Project. The grant and financing requires that plans and specifications be submitted to the MPCA for approval in March of 2015. Voge indicated that he will prepare a resolution authorizing the preparation of plans and specifications for the Wastewater Treatment Facility Improvements Project and present it at the next Council meeting for Council consideration unless the Council had any objections. Council had no objections and the resolution will be presented for consideration at the September 15, 2014 City Council meeting.

b. **Attorney: Investigation Update:** Lepak reported that Michelle Soldo from Soldo Consulting has been contacted and will be doing the outside investigation into allegations against the City Administrator.

Temporary pay adjustments for acting City Administrator and Foreman(s): Tabled until the full council is present.

Closed Meeting to Discuss Union Negotiation Strategy Pursuant to Minn. State Statute 13D.03 MOTION BY LAZERE SECOND McCLISH TO GO INTO A CLOSED MEETING PURSUANT TO MINN. STAT. SEC. 13D.03 TO DISCUSS UNION NEGOTIATION STRATEGY FOR THE POLICE UNION AT 6:19 PM. Motion carried 4-0. The City Council was back in session at 6:26 pm.

Lepak stated he had nothing further to report.

Brown asked if a councilmember expected open meeting law violation how does one go about reporting it. Lepak said they would need to report it to the city attorney.

c. **Staff:**

Finance Dept.:

Fire Dept.: Authorization to enter into a Purchase Agreement with truck supplier for a new engine/tanker: An agenda report from Fire Chief Dean Kapler on the purchase agreement for the new engine/tanker was provided. Chief Kapler thanked Lieutenants George Bichler and Jon Faanes for all the time spent with this process. Staff is recommending using Rosenbauer Minnesota LLC of Wyoming, MN as the fabricator of the new vehicle. Staff is also recommending utilizing the HGAC (Houston-Galveston Area Council) purchasing plan which meets the bidding requirements for purchases of this size. MOTION BY BROWN SECOND BROWN AUTHORIZING THE CITY TO ENTER INTO A CONTRACT WITH ROSENBAUER MINNESOTA LLC FOR A NEW ENGINE/TANKER FOR THE AMOUNT OF f \$346,078 AND UTILIZING THE HGAC PURCHASING PLAN. Chief Kapler reported the existing vehicle will be utilized by the public works department. Motion carried 4-0.

Public Works:

Liquor Store:

Police Dept.:

City Administrator:

9. **Reports from Council Members:** No reports
10. **Report from Mayor:** No report.
11. **Old Business: Update on the Patriot Lanes Dance Permit.** Rehling stated he spoke with Mr. Zacher owner of Patriot Lanes. Suggestion was to increase the number of police officers at the dance both nights. Mr. Zacher was receptive to the suggestion and he is aware if there is trouble again next year this will be addressed again. If council is ok with that, I will pass it along. Council agreed with the plan.

Kane asked the City engineer what is the progress on the pedestrian crosswalk by County Market. Voge stated we wanted to have the school back in session before we finished our study, so it should be before you soon.

12. **New Business:** None.
13. **Adjournment:** The Regular City Council meeting adjourned at 6:35 pm.

Barbara I. Held, City Clerk