

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

CITY COUNCIL MINUTES

September 3, 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 Attorney Scott Lepak (Barna, Guzy & Steffen) Police Chief Jeff Harapat, Public Works Director Paul Teicher, Liquor Store Manager John Schmidt, Finance Director Darcy Mulvihill, City Administrator Matt Hysten and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY HAGGARD SECOND LAZERE TO ADOPT THE SEPTEMBER 3, 2013 CITY COUNCIL AGENDA. Before the meeting, it was suggested we move the introduction of the new officer to right after the consent agenda. Motion carried 5-0.
4. **Consent Agenda:** MOTION BY LAZERE SECOND McCLISH TO APPROVE THE SEPTEMBER 3, 2013, CITY COUNCIL CONSENT AGENDA AS A –D AS FOLLOWS:
 - a. Approve the City Council Minutes of August 19, 2013.
 - b. Authorization Not to Waive the Statutory Tort Liability Limits to the extent of the coverage purchased with LMCIT.
 - c. Approve the Contract for School Resource Officer for ISD #15 School Year 2013-2014.
 - d. Payment of Claims \$160,340.55 (Check #66082-66147)Motion carried 5-0.

Police Department: Introduction of new Police Officer Matthew Schlenker: Police Chief Jeff Harapat introduced new Police Officer Matthew Schlenker to the City Council. Chief Harapat report Officer Schlenker started today and will be beginning field training soon.

5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:**
 - a. **Proclaiming September 15-21, 2013 as Women of Today Week**
Proclamation: MOTION BY TVEIT SECOND BROWN PROCLAIMING SEPTEMBER 15-21, 2013 AS WOMEN OF TODAY WEEK PROCLAMATION. Motion carried 5-0.
 - b. **Proclaiming September as Spinal Cord Injury Awareness Month:**
MOTION BY BROWN SECOND McCLISH PROCLAIMING SEPTEMBER AS SPINAL CORD INJURY AWARENESS MONTH. Motion carried 5-0.
 - c. **Proclaiming September 17-23, 2013 as Constitution Week:** MOTION BY HAGGARD SECOND McCLISH PROCLAIMING SEPTEMBER 17-23 AS CONSTITUTION WEEK. Motion carried 5-0.

7. **Ordinances & Resolution:**

a. **Resolution 2013-31: Adjusting the Tax Levy for the G.O. Improvement and Utility Revenue Bonds, Series 2007A:** MOTION BY BROWN SECOND McCLISH ADOPTING RESOLUTION 2013-31 A RESOLUTION ADJUSTING THE TAX LEVY FOR THE G.O. IMPROVEMENT AND UTILITY REVENUE BONDS, SERIES 2007A. Motion carried 5-0.

b. **Resolution 2013-32: Providing Preliminary Approval of a Proposed 2013 Tax Levy, Collectible in 2014:** MOTION BY BROWN SECOND LAZERE ADOPTING RESOLUTION 2013-32 A RESOLUTION PROVIDING PRELIMINARY APPROVAL OF A PROPOSED 2013 TAX LEVY, COLLECTIBLE IN 2014. Motion carried 5-0.

c. **Resolution 2013-33: Authorizing City Administrator to Execute Closing Documents on the Meadows of St. Francis Described as Lots 1-22 and 43-66, Block 1 City of St. Francis:** MOTION BY TVEIT SECOND BROWN ADOPTING RESOLUTION 2013-33 A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE CLOSING DOCUMENTS ON THE MEADOWS OF ST. FRANCIS DESCRIBED AS LOTS 1-22 AND 43-66, BLOCK 1, CITY OF ST. FRANCIS. Lepak stated the City had the opportunity to purchase these townhome lots when the bank was going to dispose of them. This is close to the Meridian development. There were numerous title issues that needed to get resolved before we could close. This was also the case with Meridian. Motion carried 5-0.

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

a. **Engineer:**

b. **Attorney: Closed Meeting Pursuant to Minn. Stat. 13D.05, Subd. 2(b) to discuss consideration of allegations and charges against individual subject to council authority:** City Attorney Scott Lepak asked the City Council to go into a closed meeting Pursuant to Minn. Stat. 13D.05, Subd. 2(b) to discuss consideration of allegations and charges against individual subject to council authority. MOTION BY TVEIT SECOND McCLISH TO GO INTO A CLOSED MEETING AT 6:14 pm. Motion carried 5-0. City Council was back in session at 6:32 pm. Lepak stated he had nothing further to report.

c. **Staff:**

Building Official:

Fire Dept.:

Public Works:

Liquor Store:

Police Dept.:

City Administrator:

9. **Reports from Council Members:** No reports.

10. **Report from Mayor:** Tveit reported last week I was married in Woodbury Park. I would like to thank the Parks department. The park looked great.

11. **Old Business:**

a. **Council Retreat Dates:** Based on feedback received from the previous suggested dates, the consultant has suggested October 6, 2013 and November 3, 2013 as the retreat dates.

McClish said these work for him and Lazere said October 6 does not work. Tveit and Haggard cannot make the November 3 date. Lazere asked do they have to be on a Sunday. Hylen said this is your retreat whatever the council chooses is fine. Tveit said by Thursday 5:00 pm please give the dates that don't work and send them to Barb Held.

b. **East Shop Demolition:** Hylen stated you can see in the agenda report that two quotes were received for the demolition of 3518 Bridge Street, also known as the East Shop . The demolition quotes received were from Classic Construction \$38,000 and Quiring Excavation \$35,450. Hylen stated the Council should also be aware that there will be additional expenditure of municipal funds due to items on the quote which dollar amounts are unknown at this time. This is not funded expenditure. You may choose to transfer some liquor store funds or acknowledge an over expenditure of the General Fund. MOTION BY BROWN SECOND McCLISH TO PROCEED AND AWARD THE DEMOLITION OF THE EAST SHOP, 3518 BRIDGE STREET TO QUIRING EXCAVATION FOR \$35,450 AND TO UTILIZE LIQUOR STORE FUNDS. McClish questioned so once we demolish the building we are going to put it up for sale. Hylen stated yes. Haggard does not agree on the demolition of the building and would rather put it up for sale as is. Hylen said this parcel had a housing study done on it and I can check back with that company to see if they are still interested in the site. I guess I have never received direction to sell it as is, just let me know what direction you want to go. Tveit said I would be in favor of demolishing the building; there are underground tanks on the site. Brown said he would like to make the lot attractive piece of property sell it and put it back on the tax roll. Haggard asked do the tanks have to be removed? Tveit stated the underground tanks are located inside the building. Lepak said if there is contaminated soils we still are responsible for that. Hylen said this site; I believe has 5 or 6 different parcels. We would like to combine it as one lot. Tveit said I want to make sure we look at the entrance and egress due to the future upgrade of Bridge Street. Motion carried 5-0.

c. **Royal Oaks Park Land Sale:** A letter was received from Semler Homes, Inc. withdrawing their offer to build a new home on surplus park land at 230th Lane and Ivywood Street corner. Lazere asked if we are going to put the lot up for sale. Brown stated it is a shame we didn't take the offer when we had the chance and put it back on the tax role. It has cost the City money for that vacant . I think we made a mistake for not selling it last meeting. Lazere stated we had two. MOTION BY LAZERE SECOND McCLISH TO PUT THE ROYAL OAKS PARK LAND UP FOR SALE. Brown asked if we are going to put a value on this lot. Hylen said the spread between the two realtors was \$5,000 to \$13,000. Motion carried 5-0.

12. **New Business:** Brown stated he was on vacation this weekend and last week the off week was not sent out until Sunday. Was I the only one that noticed it, if you are not going to read them maybe we should not use staff time to put it together.

13. **Adjournment:** The Regular City Council meeting adjourned at 6: 55pm.

The Council went into a work session immediately following the City Council meeting.