

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

CITY COUNCIL MINUTES

September 16, 2013

1. **Call to Order:** The regular City Council Meeting was called to order by Mayor Pro Tem Chris McClish at 6:00 pm.
2. **Roll Call:** Present were Mayor Pro Tem Chris McClish, Council members Mike Haggard, Amy Lazere, and Tim Brown. Excused was Mayor Jerry Tveit. Also present were Police Chief Jeff Harapat, Public Works Director Paul Teicher, Fire Chief Dean Kapler, Finance Director Darcy Mulvihill, City Administrator Matt Hysten and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY LAZERE SECOND BROWN TO ADOPT THE SEPTEMBER 16, 2013 CITY COUNCIL AGENDA. Motion carried 4-0.
4. **Consent Agenda:** MOTION BY BROWN SECOND LAZERE TO APPROVE THE SEPTEMBER 16, 2013, CITY COUNCIL CONSENT AGENDA AS A –D AS FOLLOWS:
 - a. Approve the City Council Minutes of September 3, 2013.
 - b. Receive and File City Council Workshop Notes – September 3, 2013
 - c. Approve Job Description and Authorization to advertise for an Office Clerk
 - d. Enter into a contract with Minnesota Municipal Utilities Association (MMUA) for 2013-2014
 - d. Payment of Claims \$736,389.73 (Check #66148-66215 \$207,454.89 and ACH 67E-69E \$528,934.84)Motion carried 4-0.
5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:**
 - a. **Meridian Behavioral Health: Final Plat Extension Request-Resolution 2013-34:** Hysten stated as you can see in the planner, Nate Spark's memorandum the City Council approved a Final Plat for Meridian Behavioral Health on July 1, 2013. The plat was intended to re-plat Outlot A of the Meadows of St. Francis into one buildable parcel for the purposes of operating an in-patient chemical dependency treatment center. The applicant had some difficulties in closing on the property, which delayed their ability to meet all the terms of the development agreement. Therefore, they are requesting an extension for the final plat filing deadline to July 31, 2014. MOTION BY HAGGARD SECOND LAZERE TO ADOPT RESOLUTION 2013-34 A RESOLUTION APPROVING AN EXTENSION TO THE FILING DEADLINE FOR A FINAL PLAT FOR MEADOWS OF ST. FRANCIS 3rd ADDITION. Motion carried 4-0.
 - b. **O'Reilly Automotive Stores: Development Agreement:** Hysten stated included in the packet is the most recent version of the Development Agreement with O'Reilly Automotive Stores. There may be some minor changes and with the next Council meeting, not being until October 7, 2013, they would like to start as soon as possible after this is finalized. MOTION BY HAGGARD SECOND BROWN

APPROVING THE DEVELOPMENT AGREEMENT WITH O'REILLY
AUTOMOTIVE STORES AND AUTHORIZING THE CITY ATTORNEY TO MAKE
MINOR/FINAL ADJUSTMENTS TO THIS AGREEMENT. Motion carried 4-0.

7. **Ordinances & Resolution:**

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

a. **Engineer:**

b. **Attorney:**

c. **Staff:**

Building Official:

Fire Dept.: Recruitment of New fire Fighters: Fire Chief Dean Kapler stated currently, our roster sits at 22 firefighters. We have two on leave of absence that are hopefully coming back at the end of the year and a couple talking of retirement. We would like to hire three to five more firefighters. I am asking just to start the recruitment process. We would start with an information meeting and then the formal hiring process. MOTION BY LAZERE SECOND HAGGARD TO START THE RECRUITMENT PROCESS AND ADVERTISE FOR FIREFIGHTERS. Motion carried 4-0.

Department Report: The fire station was recently painted and now our doors do not look too good. I believe they are in good shape but just need to be cleaned and possibly painted.

Last week I had the privilege of speaking at the St. Francis Area Chamber breakfast on fire mutual aid. Kapler briefly re-capped what he spoke to the Chamber in regards to fire mutual aid and how it works. Kapler stated mutual aid is a good use of resources. I would also like to mention that Sgt. Rehling was at the meeting addressing the future round abouts. Sgt. Rehling did a very nice job.

Last week at our Joint Fire Service meeting, there was discussion on three priorities; cost share, relief associations along with the chiefs meeting with the ISO Rating representative for our area.

Lazere wanted to thank Chief Kapler for attending the Chamber meeting; the meeting was well attended. Haggard asked about the tanker we discussed earlier this year, would we still need it. Chief Kapler said there would be more information to come after this meeting with the ISO representative. In the report we received earlier this year, they did say do not limit your tankers.

McClish thanked the Chief for all his hard work and dedication.

Public Works:

Liquor Store:

Police Dept.:

City Administrator: Update on Meadow of St. Francis Lots: On Wednesday, September 11, 2013, Hylan stated he signed the closing documents for the 46-townhome lots in the Meadows of St. Francis development. As reported by City Attorney Lepak, we

will be reviewing all associations, etc. to make sure they are functioning properly before we begin to sell these lots.

EDA Update: Either the city council or the EDA will need to move forward with the townhome lots. We are looking at setting up an EDA meeting for early October.

East Shop Demolition-3518 Bridge Street: The contractor awarded the low quote on September 3, 2013 is scheduling the demolition. Staff has worked with all “connections” such as gas, electricity, etc. to make sure all connections have been properly disconnected/abandoned.

Bridge Street Upgrade: The Public Works Director Paul Teicher, City Engineer Jared Voge and I met today with Anoka County in regards to the roundabouts. They are looking at kicking off with public open houses to educate everyone on the Bridge Street upgrade. They are looking at a 2015 construction. There will be a lot of information out shortly on this. We are hoping the school helps us advertise this public open house.

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

10. **Report from Mayor:** McClish stated a Civil War Commemoration Ceremony honoring Lt. Albert Woodbury will be held Sunday, September 29 at 2:00 pm in Woodbury Park. Program is free and open to the public.

11. **Old Business:**

a. **Setting Council Retreat Dates:** Hylan stated we just found out that November 3rd is not the opening week of deer hunting as we previously thought. However, we have rescheduled to November 17 and December 15 as the retreat dates. Lazere asked what the hours are. The four-hour block would be 1 to 5 pm. Anoka Ramsey has opened their doors to hold this meeting.

12. **New Business:** None.

13. **Adjournment:** The Regular City Council meeting adjourned at 6: 26 pm.

Barbara I. Held, City Clerk