

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

CITY COUNCIL MINUTES

October 6, 2014

Before we start tonight's meeting begins on behalf of the City Council I would like to welcome back Police Chief Jeff Harapat.

1. **Call to Order:** The regular City Council Meeting was called to order by Mayor Jerry Tveit at 6:01 pm.
2. **Roll Call:** Present were Mayor Jerry Tveit, Council members Steve Kane, Amy Lazere, Tim Brown, and Chris McClish. Also present were City Attorney Scott Lepak (Barna, Guzy & Steffen), City Engineer Jared Voge (Bolton & Menk) Police Chief Jeff Harapat, Public Works Director Paul Teicher, Building Official Andy Schreder, Finance Director Darcy Mulvihill, and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY LAZERE SECOND BROWN TO ADOPT THE OCTOBER 6, 2014 CITY COUNCIL AGENDA. Motion carried 5-0.
4. **Consent Agenda:** MOTION BY KANE SECOND McCLISH TO APPROVE THE OCTOBER 6, 2014, CITY COUNCIL CONSENT AGENDA AS A-G AS FOLLOWS:
  - a. City Council Minutes – September 15, 2014
  - b. Receive and File Economic Development Authority Meeting Minutes – August 4, 2014
  - c. Approve the Site Improvement Performance Agreement with Dollar General
  - d. Approve the Police and Public Works Facility Final Pay Request for \$17,965 from North Metro Asphalt and Contracting
  - e. Appoint Brittney Berndt to fill the vacancy on the Planning Commission
  - f. Approve the Sign Retroreflectivity Policy
  - g. Payment of Claims for \$ 309,527.83 (Check numbers 67915-67999)Motion carried 5-0.
5. **Meeting Open to the Public:** Dave Langseth 4637-241<sup>st</sup> Avenue, I was here on August 4, 2014 in regards to the potential extension of water and sewer along 241<sup>st</sup> Avenue. I believe it would be a real asset to the city especially with the 40 acres the City owns to extend water and sewer in this area. I have some interested parties in my property along 241<sup>st</sup> Avenue but they want sewer and water. One thing I think is really lacking in St. Francis is an Economic Development Director. Langseth stated Amy (Lazere) it would be like a person trying to sell his or her own home. I would appreciate for you to get back to me when a decision is made in regards to the water/sewer extension along 241<sup>st</sup> Avenue. Tveit said we tabled it for the time being and should be revisited shortly. Tveit asked Langseth to give the city clerk his email address so we can keep you posted. Langseth said as long as you are going to move forward with it, that is what I am concerned with.

Jeff Weaver, 320 East Main Street Weaver Brothers Properties. I too welcome Police Chief Harapat back. We are new owners of the Poppy Street Apartment. Recently we were made

aware of the rental license ordinance. It is a good tool to have but the concern I have is the fee schedule with the rental licensing. I did research with abutting communities and the fees they charge. I ask you to revisit your fee schedule and make them comparable to the surrounding communities. Maybe have some of us meet as a group and discuss the fee schedule.

David Magelssen of St. Cloud said he bought two apartments in St. Francis along Kerry Street (Royal Oaks Apartments). I echo Mr. Weaver's concern with the fee schedule. I agree that rental licensing is a good thing. I am a certified property manager and work in about 25 different communities. \$150.00 per unit is unacceptable. Magelssen said I run a very clean shop and just had a fire inspection and had only two minor notations. I too think the fee schedule needs to be revisited.

Dave Roberts, welcomed back Chief Harapat. I was hoping Sgt. Rehling was here because I wanted to thank him his help during the chief's absence. Today as a member of the St. Francis Community Drug Awareness (SFCDA) I had a great day. Had other people call and asked what you are doing, which is a proud moment. I know you have before you tonight a request from the St. Francis Rec Committee. The school recently had a gathering on the needs of the community. All of the people said the community needs something for the kids to do. We are not asking you to build it for us but just some assistance to start up. I know CM Brown you stated you did not want to take police off the road to help fund a project. Roberts thanked the council for their service.

6. **Petitions, Requests, Applications:**

7. **Ordinances & Resolution:**

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

a. **Engineer: Aztec Street Improvements: Calling Hearing on Proposed Assessment for Improvement – Resolution 2014-34:** Voge reported at the March 3, 2014 City Council meeting a public hearing was held regarding the Aztec Street Improvements. When O'Reilly came in with their new building, they platted property and dedicated right-of-way to the City of St. Francis. Since the dedicated right-of-way did not line up with the existing right-of-way of Aztec Street north of 233<sup>rd</sup> Avenue, staff worked with the adjacent Abbeyfield Townhomes owner to obtain property to make a safe intersection. The resolution authorizing the preparation of plans and specifications for this intersection was approved. A contract was awarded for the improvements at the June 16, 2014 meeting. The construction is near completion and a final assessment hearing is required prior to certifying the assessments to Anoka County. **MOTION BY KANE SECOND BROWN TO ADOPT RESOLUTION 2014-34 A RESOLUTION CALLING A HEARING ON THE PROPOSED AZTEC STREET IMPROVEMENT ASSESSMENT.** Motion carried 5-0.

Voge stated a few meetings ago the Council asked me to look at the Pederson Drive and a potential pedestrian crossing. In September, we did a count of pedestrians and looked at the overall street layout. The study is not complete but there are some maintenance concerns along Pederson Drive. There are some possibilities we could do and want to take a better look at all of

our options including some maintenance issues. Once that is complete, we will bring back our findings.

b. Attorney: **1. Master Meadows of St. Francis First Amendment to Declaration:** The City purchased some lots in the Meadows of St. Francis. This amendment was intended to bring all of the lots that are not in the original Master Meadows of St. Francis. MOTION BY McCLISH SECOND LAZERE TO APPROVE THE MASTER MEADOWS OF ST. FRANCIS FIRST AMENDMENT TO DECLARATION. Motion carried 5-0.

Lepak stated the intent at the time when these lots were purchased, was to transfer them to the EDA. The consensus of the City Council was to transfer the lots to the EDA when the title work was clear. Lepak said he would have a document ready for a future meeting.

**2. Economic Development Authority – Memorandum:** Lepak reported the EDA held a meeting on September 29, 2014 that included a presentation and a request from the St. Francis Recreation Committee for the City's EDA to contribute up to \$35,000 for a space needs study analysis. The St. Francis Recreation Committee is in the process of putting together its planned status as a nonprofit corporation. Because it is not formally in existence, it cannot enter into contracts and have the ability to raise or expend funds. The St. Francis Recreation Committee would like to get the community center project underway as soon as possible and that is, why they asked the EDA to act as the entity that would receive and apply the funds toward the study. They plan to ask various entities to donate money to the EDA that will be used for the study. They also asked the EDA to provide the balance due that was not received from donations for this study. For this to happen the City's EDA would need to be the entity that entered into the contract with HGA Inc. for the space needs study. A quote from HGA Inc. was provided and they are anticipating a cost of \$29,350. Lepak noted that further legal review is occurring on how this would need to be structured. Currently the EDA does not have any funds for the study. Council direction is requested on whether there is an interest in providing the funding on this project. Kane stated this is something we have discussed in the past. As Mr. Roberts stated earlier there is an interest in a facility like this. McClish stated last week we had a meeting and the St. Francis Rec committee did an excellent and informative presentation. They are asking for startup help and I strongly support this. Brown said I also support this but a little concerned that we are the only one giving up money for this. MOTION BY LAZERE SECOND KANE APPROVING THE TRANSFER UP TO \$35,000 FROM THE LIQUOR STORE FUND TO THE ECONOMIC DEVELOPMENT AUTHORITY TO HIRE HGA INC. FOR A SPACE NEEDS STUDY ANALYSIS. McClish said the EDA was in full support of this. The EDA tentatively planned a meeting on Wednesday, October 8, 2014 to consider the request if the Council approved funding. Kane stated these funds are coming for liquor store funds and not the general fund. Motion carried 5-0.

**3. Closed meeting pursuant to Minn. Stat. Sec. 13D.05 to discuss allegations or charges against individual subject to council authority:** Motion by Tveit second Lazere to go into a closed meeting at 6:33 pm.

The City Council was back in session at 6:38 pm. Lepak stated he had nothing further to report out of the closed meeting.

c. **Staff:**

**Finance Dept.:**

**Fire Dept.:**

**Public Works:**

**Liquor Store:**

**Police Dept.:**

**City Administrator:**

9. **Reports from Council Members:** Brown asked Teicher about the salt shortage he has heard on the news, how are we. Teicher said we should be in good shape if everyone fulfills the orders I put in last year.

10. **Report from Mayor:** Tveit apologized to the city council and staff on how he looked today, I came just from work. I did receive a call this week from a woman that said waterfowl hunters were close to her property along the river.

11. **Old Business:** Lazere wanted to thank the staff on the promptness on the digital sign on Poppy Street after the last city council meeting.

Tveit asked Voge how the School Speed Zone study along Hwy 47 was proceeding.

12. **New Business:** Lazere said she would like our rental license fees to be comparable to the surrounding communities. Council asked staff to conduct a survey of the area rental fees. Tveit said I would like to be business friendly. Tveit said keep in mind that this is the first year of the implementation and thereafter it is a lower fee. I do want the council to realize this but I don't want to lose money to do this. Brown said I do not want to get rich off this but I do want to cover our cost. Teicher asked how would you want this to come back to you, in the off week memo or council meeting. The council wanted it to be an agenda item.

Tveit asked how the temporary sign ordinance was proceeding. St. Francis Chamber of Commerce president contacted staff and indicated they had their business council meeting. They will be forwarding their comments to staff, who in turn will submit the comments on to our planner. This discussion is scheduled for the October 15, 2014 Planning Commission meeting.

13. **Adjournment:** The Regular City Council meeting adjourned at 6:47 pm.

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Barbara I. Held, City Clerk