

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

CITY COUNCIL MINUTES

November 18, 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 Amy Lazere, Tim Brown and Chris McClish. Mike Haggard excused. Also present were City Attorney Scott Lepak (Barna, Guzy & Steffen), City Engineer Jared Voge (Bolton & Menk, Inc.), City Planner Nate Sparks (Northwest Associated Consultants), Police Chief Jeff Harapat, Police Sergeant Jake Rehling, Public Works Director Paul Teicher, Building Official Andy Schreder, Finance Director Darcy Mulvihill, City Administrator Matt Hysten and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY LAZERE SECOND BROWN TO ADOPT THE NOVEMBER 18, 2013 CITY COUNCIL AGENDA AS AMENDED. Tveit reported that Councilmember Mike Haggard is ill today and asked that we table the ordinances until the next council meeting. At the last meeting, we tabled the ordinances because of an absence of council member Lazere. Tveit is recommending Tabling 7a, 7b, and 7c. Motion carried 4-0.
4. **Consent Agenda:** MOTION BY LAZERE SECOND McCLISH TO APPROVE THE NOVEMBER 18, 2013, CITY COUNCIL CONSENT AGENDA AS A –C AS FOLLOWS:
  - a. Approve the City Council Minutes of November 4, 2013.
  - b. Approve the contract renewal with Embedded Systems, Inc for maintenance of Tornado Sirens.
  - c. Payment of Claims \$ \$284,931.07 (Check #66453 – #66525 for \$193,586.43) and (ACH #72E & #73 \$91,344.64)Motion carried 4-0.
5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:**
  - a. **Presentation of Rebate from Connexus Energy:** Leo Offerman, of Connexus Energy presented a rebate check for \$ 6,048.70 to the City Council. Offerman thanked the City for using energy efficient technologies in the new police/public works building.
7. **Ordinances & Resolution:**
  - a. **Ordinance 186, Second Series –Amending Section 8-7-3 Entitled Disposal of Excess Property (1st Reading):** Tabled.
  - b. **Ordinance 187, Second Series - Amending Section 2-9-1 Regarding the Fee Schedule 2014(1st Reading):** Tabled.
  - c. **Ordinance 188, Second Series – Rental Housing Licensing (1st Reading):** Tabled.
  - d. **Resolution 2013-38: Anoka County Multi-Jurisdictional Hazard Mitigation Plan:** MOTION BY BROWN SECOND McCLISH TO ADOPT RESOLUTION 2013-38 A RESOLUTION TO ADOPT THE ANOKA COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN. Motion carried 4-0.

**e. Resolution 2013-39: Committing Fund Balances for Specific Purposes:**

This resolution is committing the gambling proceeds to pay for future cost related to refurbishing the fire station. MOTION BY McCLISH SECOND BROWN TO ADOPT RESOLUTION 2013-39 COMMITTING FUND BALANCES FOR SPECIFIC PURPOSES. Motion carried 4-0.

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

**a. Engineer:**

**b. Attorney:**

**c. Staff:**

**Building Official:**

**Fire Dept.:**

**Public Works: Recycling Coordinator Position:** Public Works Director Paul Teicher referenced his memorandum on the reasoning for the creation of a Recycling Coordinator Position. This would change of the regular part time positions to a full time position to fulfill the additional hours needed to improve our recycling program. We already have an employee on staff willing to step up and take on these additional responsibilities. The current part time employee works 30 per week and we would move him to 40 hours Tveit asked about the duties of this person. Teicher explained how this person would be utilized. MOTION BY McCLISH SECOND BROWN TO CREATE A RECYCLING COORDINATOR POSITION. Tveit asked if there was a job description already created for this position. Hysten stated we wanted to make sure you were in support of the position before we created the job description. We would like to come back as early as next council meeting with a job description. Motion carried 4-0.

**Liquor Store:**

**Police Dept.:** Department Report: Sgt. Jake Rehling reported on the Star Tribune article and television news reports in regards to the heroin stories. The whole State is experiencing this type of drug problem. There is a group of parents that started an organization to help educate the community on drug awareness. This Thursday, November 21 there is a meeting at the St. Francis High School Performing Arts Center on this topic starting at 7:00 pm. The police department will be attending all the meetings they will be having. Not all the information that you have been reading are all facts. There will also be another meeting December 2, 2013. A group already held an informational meeting last week at Our Saviors Lutheran Church. Hysten stated as you said heroin is here, but what is really the bigger problem out there. Sgt. Rehling said thank you, the real problem we are seeing is the use of prescription drugs. That is what I would like to stress at these meetings. Lazere stated she had people ask her if a dog would be coming back. Sgt. Rehling said if we did on a full time basis you, the council, would have to budget for a canine. We will work with Anoka County to have their drug dog come out and do random checks. Chief Jeff Harapat reported last week we met with Superintendent Ed Saxton in regards to the news. We will continue to meet and see what kind of information we get out there and see how to handle the situation together.

**City Administrator:** The “East” shop is now down along Bridge Street. The environmental entities will now be coming out to assess the property. This morning the building permit was issued to O’Reillys Automotive Store. They previously just had a grading permit.

**2014 Budget Update:** How much of a detail in regards to the budget do you want to see? The general budget will be balanced but in summary form. The fee schedule was tabled again tonight but is there any feedback you would like to share so we can adjust it

to have them back in two weeks. Tveit said historically the only thing I care is that the budget is balanced in regards to receiving a summary of the general fund. The water and sewer rates I am sure will be a topic. This next meeting regardless of who is here we need to proceed with the ordinances. Does anyone have questions on the fee schedule to give staff some feedback? McClish questioned the 3,000 gallon minimum usage for the water/sewer billing. Tveit asked about irrigation meters. The council agreed to look into options of an irrigation meters. Discussion was held on the water rates. Lazere said let's double check the 3, 000 gallon minimum usage. Tveit asked to come back with the findings. Fee schedule will come back as is at the next meeting.

9. **Reports from Council Members:** Brown stated, make sure everyone enjoys the Thanksgiving holiday.

McClish reported that he and Mayor attended the roundabout the open house. About 50 people attended and thought Anoka County did a great job on the presentation.

Lazere reported she attended the Chamber event where Anoka County talked to the Chamber about the roundabouts. I too thought Anoka County did a great job of explaining the roundabouts. There was good input from the people attending. Lazere thanked the council who did show up for the council retreat.

10. **Report from Mayor:** Tveit too wanted to thank the council members that showed up to the council retreat. I am trying to touch base with Council member Haggard and give him the information from the retreat. I will be stopping over at his place after the meeting. Some of the people along Bridge Street asked if there would be assessments on the project along Bridge Street. The fear of the unknown is the problem right now about the project. I too agree Anoka County is doing a great job of informing the public on the Bridge Street Improvement. Tveit asked staff to see if they could find out if there will be assessments.

11. **Old Business:** Brown stated in regards to the roundabout along Bridge Street. This is a county project and can they be assessed? Tveit said the city's portion of the project could be assessed back to the property owner. Tveit asked City Engineer if he was correct. Voge said yes that is correct. There will be an agreement with Anoka County that will lay out the percentage of cost. If we end up improving the city utilities that portion of the cost can be assessed to the property owner.

12. **New Business:** None.

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