

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

CITY COUNCIL MINUTES

December 1, 2014

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 Richard Orpen, 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, Fire Chief Dean Kapler, Liquor Store Manager John Schmidt, Finance Director Darcy Mulvihill, City Clerk Barb Held and Council Elect Steve Kane and Rich Skordahl.
3. **Adopt Agenda:** MOTION BY LAZERE SECOND BY BROWN TO ADOPT THE DECEMBER 1, 2014 CITY COUNCIL AGENDA. Motion carried 5-0.
4. **Consent Agenda:** MOTION BY McCLISH SECOND LAZERE TO APPROVE THE DECEMBER 1, 2014, CITY COUNCIL CONSENT AGENDA AS FOLLOWS:
  - a. City Council Minutes – November 17, 2014
  - b. URRWMO Minutes – November 11, 2014
  - c. Termination of Intermittent part time position of Julie Gray
  - d. Pay Estimate No. 3 for \$10,862.56 to North Pine Aggregate, Inc. of Forest Lake for the Aztec Street Improvements
  - e. Payment of Claims \$104,470.00 (Check #68244-68297)Motion carried 5-0.

5. **Meeting Open to the Public:** Doug Lennartson, 23355 Jonquil Street, was before the council for two reasons. First, it is about his tax statement. Mine went up 8.5% increase, Lennartson stated. Why did it go up and whom do I talk to. Tveit said there are a number reason's it could have gone up. Tveit stated tonight we will be discussing the budget. The other issue I am here for is the curve/corner by the Ponds and American Legion. It is hard to see and the traffic goes by too fast for the seniors to cross the street. What can the city do about the curve and speed of this area? Can the speed limit sign be moved farther to the east? Tveit asked public works director, the engineer and the police chief to look into his concern in this area. Teicher said speed through that corridor was mentioned during our roundabout meetings. This is a county road and Anoka County Highway Department said after the roundabout project they are going to look at that area to bring some consistency to the speed limits.

Steve Kane, 23104 Guarani Street St. Francis, there are three things I would like to say tonight. I would like to encourage the new council members Richard Orpen and Rich Skordahl to attend the newly elected official conference put on by the League of MN Cities.

I would like to attend the Anoka County Elected Officials Public Safety Academy on January 10, 2015 and invite the rest of the city council to also attend. If we have more than three members attending, please let staff know so it can be posted properly.

This past weekend I was ran into Mary T, who owns and manages several senior living housing developments. She stated that I should contact her after the first of the year. She now has a new partner and is still interested in St. Francis.

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

a. **2015 Proposed Budget Discussion:** Finance Director Darcy Mulvihill gave a power point presentation on the 2015 proposed budget and levy. The City Council previously set the maximum levy at \$3,180,953. The final budget and levy will need to be finalized and adopted at the December 15, 2014 City Council meeting. Mayor Tveit opened the meeting for public input. Doug Lennartson said after seeing the presentation I guess I understand my tax statement a little better. Tveit explained how in the past years the levy was not increased but the cost of everything kept going up so that is why the council decided on a 6.5% increase to the levy. Tveit asked again if anyone else wanted to speak on the 2015 Budget. Tveit again stated this will be brought back to the December 15, 2014 City Council meeting for final adoption of the levy and budget. Brown asked about the social media contract and if it is worth the money. Held stated our Facebook page has increased our likes and they do a good job with our newsletter. However all information is still gathered by hand and forwarded to her. Held stated she was under the impression the contracted service would have been gathering more information. Brown said thought we were going to get updates and have not seen any reports from them. Just want to make sure we are getting our money's worth.

7. **Ordinances & Resolution:**

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

a. **Engineer: Pederson Drive Pedestrian Study– Resolution 2014-42:** City Engineer Jared Voge completed the Pedestrian Study the City Council authorized. In addition, city staff also evaluated the existing speed limits along Pederson Drive between Hwy 47 and Ambassador Blvd and potential street improvements. Voge provided a memorandum of the study that also includes improvements to Pederson Drive. One recommendation is to request a reduction in the speed limit from 50 mph to 35 mph. Just because we put a speed limit sign that says 35 mph it may not feel like a 35 mph on a portion of it. That is why we are recommending some street improvements such as curb and gutter and striping. Moeckel said another area of concern on the stretch closer to County Market is that it is quite dark. Was additional lighting addressed. Voge said this is a Municipal State Aid road so no general fund dollars would not be impacted by any roadway improvements. This road is a very busy road. The average daily traffic volume is approximately 6,900. Orpen said I think we should move forward too but start by Hwy 47 first and move west with the improvements. I would like to see a plan of what is all going to be done. Consensus was to move forward and have engineer come back with a plan of all potential improvements.

b. **Attorney:**

c. **Staff:**

**Building Official:**

**Finance Dept.:**

**Fire Dept.: Anoka County Joint Fire Protection Council Joint Powers Agreement:**

City Attorney Scott Lepak and Fire Chief Dean Kapler gave a brief explanation of the

background of the agreement and the proposed expenditures with this agreement. The cities of Anoka, Champlin, Andover, Bethel, Centerville, Lino Lakes, Circle Pines, Elk Rapids, Columbia Heights, East Bethel, Fridley, Ham Lake, Hilltop, Lexington, Newburg, Oak Grove, Ramsey, St. Francis, Spring Lakes Park, Blaine, Mounds View, and the Township of Linwood have determined that it is mutually beneficial for them to join together to improve the efficiency and effectiveness of fire and emergency services to the public within the geographic service area. Lepak stated this was put together so the fire departments can address a whole in the implementation of the new records management system. They also address the long term needs for fire-fighting and emergency equipment, fire records data systems, fire-fighter and EMS training, fire prevention, fire inspection, fire-related public education, and other fire and emergency related essentials. Approximately 2.07% should be St. Francis' cost share amount. Lepak stated this should have been completed years ago. The police departments have had this similar agreement since the 1970's. MOTION BY LAZERE SECOND BROWN TO ENTER INTO THE ANOKA COUNTY FIRE PROTECTION COUNCIL JOINT POWERS AGREEMENT. Motion carried 5-0. Chief Kapler stated he appreciated Lepak's for his leadership in this process.

**SCBA Replacement Bottles:** The Carbon Fiber material Self Contained Breathing Apparatus (SCBA) bottles must be hydro tested every 5 years with a maximum of 2 hydro tests. After the 3<sup>rd</sup> 5-year term or 15 years, the bottles must be replaced. The 25 bottles in this case were purchased in the year 2000 and must be replaced. Staff has obtained a quote for new bottles at \$876.50 each for a total of \$21,912.50. The money would come from the fire department fund. MOTION BY McCLISH SECOND LAZERE TO PURCHASE 25 NEW SCBA BOTTLES FROM AMEX AIR IN THE AMOUNT OF \$21,912.50. Motion carried 5-0

**Public Works Update on New Hire for 2015:** Teicher stated with the Council's direction at the last City Council meeting, an agenda report will be prepared for the December 15, 2014 meeting asking for authorization to hire a Streets/Parks employee in 2015.

**Liquor Store:**

**Police Dept.:**

**City Administrator: Separation Agreement and Release of Claims Involving the City Administrator:** Lepak stated before you is a consideration on a separation agreement. I have been in contact with his (Matt Hylen's) attorney. This agreement would end the employment of the city administrator at the end of this year; December 31, 2014. However, he would not be coming back to work. The six-month severance amount, the vacation and one-half sick leave payouts are pursuant to the Administrator's employment agreement and City personnel policies. The other payments are consideration for release of any claims the City Administrator may have. Funding of these payments would be through a combination of a number of sources without a great burden on the city. MOTION BY LAZERE SECOND McCLISH APPROVING THE SEPARATION AGREEMENT AND RELEASE OF CLAIMS. Brown said it is no secret how I feel. Brown read a prepared statement. Motion carried 5-0.

Brown asked if we heard any more about Meridian. Held stated she forwarded on some documentation to our planner last week that Meridian had requested. No direction either way was given to our planner on how they were proceeding.

Brown asked about the property behind the post office. It is city property and if we are not using, I would like to see it sold or fenced off.

9. **Reports from Council Members:** McClish reminded the City Council that he will be unable to attend the December 15, 2014 City Council meeting.
10. **Report from Mayor:** Nothing to report.
11. **Old Business:** None.
12. **New Business:** None.
13. **Adjournment:** The Regular City Council meeting adjourned at 7:10 pm.

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Barbara I. Held, City Clerk

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