

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

CITY COUNCIL MINUTES

TUESDAY, FEBRUARY 21, 2012

1. **Call to Order/Pledge of Allegiance:** 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, Tim Brown, Steve Kane and Chris McClish. Jeff Sandoval excused. Also present were City Attorney Scott Lepak (Barna, Guzy and Steffen, Ltd) City Engineer Jared Voge (Bolton & Menk, Inc.), City Planner Nate Sparks (Northwest Associated Consultants), Police Chief Jeff Harapat, Public Works Director Paul Teicher, Finance Director Darcy Mulvihill, City Administrator Matt Hysten, and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY KANE SECOND BROWN TO ADOPT THE FEBRUARY 21, 2012 CITY COUNCIL AGENDA. Motion carried 4-0.
4. **Consent Agenda:** MOTION BY BROWN SECOND McCLISH TO APPROVE THE FEBRUARY 21, 2012, CITY COUNCIL CONSENT AGENDA-E AS FOLLOWS:
 - a. Approve the City Council Minutes of February 6, 2012.
 - b. Accept the Resignation of Part Time Liquor Store Employee Adriane Terwedow.
 - c. Accept the Resignation of Fire Fighters John Fraune and Edwin Griego.
 - d. Approve Correcting the Typographical Error on Resolution 2012-04 changing the Public Hearing date from March 6, 2012 to March 19, 2012.
 - e. Approve the Payment of Claims for check numbers 63209-63263 \$120,329.36.Motion carried 4-0.
5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:**
 - a. **Amcon-Public Works/Police Facility: Awarding the Signage Contract (C-25) to Signarama and the Police Lockers Contract (C-22E) to Tiffin Metal Products:** Amcon's recommendation to award the Signage Contract C-25 for \$9,896 to Signarama and the Police Lockers Contract (C-22E) for \$13,561 to Tiffin Metal Products. MOTION BY KANE SECOND McCLISH TO AWARD THE SIGNAGE CONTRACT C-25 FOR \$9,896 TO SIGNARAMA AND THE POLICE LOCKERS CONTRACT (C-22E) FOR \$13,561 TO TIFFIN METAL PRODUCTS. Motion carried 4-0.
 - b. **ISD #15 Presentation on Background Information on Zoning Request for School Clinic:** David Lindberg of ISD #15 gave a power point presentation on Health Insurance and the reasoning for looking at an On-site Medical Clinic. Mr. Lindberg asked if there were any questions about the presentation. The City Council did not have any questions regarding the presentation.

c. ISD #15 Ordinance Amendment-School Clinic (Ordinance 165 Second Series-First Reading): St. Francis School District has made an application for a text amendment to allow a clinic to operate within the high school. The clinic would not be the typical school nurse station but rather a clinic intending to serve employees and their families. The text amendment would allow for this type of use as a conditional use permit in the R-2 District. Planner Nate Sparks memorandum states it is appropriate for potentially incompatible uses within zoning districts to be allowed only through conditional uses. Being the high school building is zoned R-2, Single Family Residential and an accessory medical office uses are not allowed within a residential district; the school made application to amend the code. The Planning Commission held a public hearing on February 15, 2012 on both the ordinance amendment and the CUP request. The Commission voted 2-2 with one abstaining vote to both deny and then approve both the amendment and CUP. The CUP would only be address after the second reading of the ordinance. Brown said he does have some reservation regarding the zoning of this facility. My other concern is this has been in the process for some time before it was brought to the planning commission to even see if this could be done. The clinic is probably a good concept but it is a for profit business. We do have a clinic already in town. I do not believe it is a good idea and we do work for the citizens of St. Francis. Kane said he also agrees with Brown and McClish said Brown made some good points. Tveit said I am torn on this issue to be honest. We need to change how we do things and government has to evolve in the direction we need to go. Some of these ideas have merit. I am not sure if they would pay some tax. Again, Tveit said I am not totally against this because I am trying to think long term. One form of government is trying to change and one is trying to hold it back. McClish asked if we could have this tabled to look into this more and have a full council for a vote. Tveit stated one issue of concern is would they pay taxes. The other issue Brown brought up was the planning and not sure how long the school district have been discussing this before it came to us; and trying to create a level playing field to be fair to the rest of the businesses. Tveit said lets table this and pass our concerns back to the school district. **MOTION BY McCLISH SECOND TVEIT TO TABLING ORDINANCE 165, SECOND SERIES AN ORDINANCE CONDITIONALLY PERMITTING CLINICS ACCESSORY TO SCHOOLS IN THE R-2, URBAN SINGLE FAMILY RESIDENTIAL DISTRICT.** Motion carried 4-0.

d. Jones (23725 Nacre Street NW) Minor Subdivision and Setback Variance
Request: Jim Jones made an application to divide two parcels into three located at 23725 Nacre Street. The resulting division will leave existing building within the required setback necessitating the variance. The applicant has stated that the variance is necessitated due to a mediated settlement to resolve a property dispute between the various parties that have an interest in the land. Planner Nate Spark's memorandum give a detail description of the request. Options were given to the City Council on whether they choose to approve the variance and minor subdivision or find the variance request does not meet the review criteria. **MOTION BY BROWN SECOND KANE APPROVING RESOLUTION 2012-07 APPROVING A MINOR SUBDIVISION WITH A VARIANCE FOR A PROPERTY DIVISION AT 23725 NACRE STREET.** Motion carried 4-0.

7. Ordinances & Resolution:

a. **Resolution 2012-06: End of Year Transfers for 2011:** MOTION BY KANE SECOND McCLISH TO ADOPT RESOLUTION 2012-06 A RESOLUTION APPROVING THE END OF YEAR TRANSFERS FOR 2011. Motion carried 4-0.

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

a. **Engineer:**

b. **Attorney:**

c. **Staff: Fire Department: Update on the Joint Fire Study Group:** Tveit gave a brief update of the progress of the Study Group.

Public Works:

Liquor Store:

Police Dept:

City Administrator Report: Land Lease: A copy of the ad along with the bid requirements for the land lease were provided to the City Council. This year it includes the 183 acre site in Isanti County and the “40 Acres” located at the Southeast corner of Roanoke Street and 241st Avenue. On March 14, 2012, we will open the bids at City Hall. We will look at bids individually and combined whatever will be the most benefit to the City. We are checking into what the “40 acres” would be if taxed and will give all information after bid openings to see if it would be even beneficial to rent the property.

Retreat Discussion: Last year we did a goal setting with the city council and management team. Hylen asked if that is something, the City Council is interested in again. Kane said I would like to see the list of priorities from last year before we spend that kind of money again. Tveit said I do find value in the retreats. Brown said what about an informal retreat first to see what the priorities were last year being I was not at that meeting. Tveit asked the Council to submit a list of dates to the City Clerk by next Tuesday to set a date for the retreat. Kane asked could we set a date tonight. Hylen said we could also have a work session a couple hours before the council meeting. Tveit said he is not sure if the full council could make it that early. After some discussion, a work session was tentatively set for March 18, 2012 at 1:00 pm.

Legislative Updates: Hylen said last week at the LMC board meeting we talked about some updates that are before the Legislature and are very timely. One item was how cities over 2,500 in population publish their notices. In addition, government learning from private business but there are things private sector can learn from government. The Cities Day at the Hill is March 22, 2012 please mark your calendar. Watch the LMC’s Friday Fax very carefully as there can have issues that pop up quickly. There are all sorts of timely matters keep coming up. Some of them dealing with elections.

9. **Reports from Council Members:** Kane said he had a couple items tonight. Some meetings ago we talk about bike rack in our parks. I did talk to the High School shop teacher about making them and they are interested. Kurt Mfg. will again be donating equipment to the school shop class. Barb Held and I attended with the Chamber board meeting last week. We as a council need to think about this more and the expense of the event. There is a meeting set for March 15th at 2:00 pm and 6:00 pm. Asked that this be on the March 5, 2012 City Council agenda to discuss the future of Pioneer Days.

Brown said he had a resident asked him the City could get a street sign like the one Ramsey has on Hwy 47 and Alpine Street for Ambassador Blvd. That is sign is light. Also, I attended a Planning Commission last week. They would like an informational meeting on Rules and Procedures dealing with Roberts Rules of Order. Tveit said maybe we could invite neighboring cities and have someone give us a presentation on the topic.

10. **Report from Mayor:** On February 14, 2012, I attended the Anoka Area Chamber of Commerce meeting where each city that belong to the Chamber gave a State of the Cities Address. At the next City Council meeting, I will give the same power point presentation here that I gave to them. Tveit said he had some businesses contact him regarding our new sign ordinance and they asked if we could revisit that ordinance. In regards to Pioneer Days what about a regional celebration. Maybe one possibility is a joint effort with surrounding communities.

11. **Old Business:**

a. **City of St. Francis “50th Anniversary” of Incorporation:** Tveit asked do we want to do anything special regarding the 50th Anniversary of Incorporation. Ideas could be doing something with our letterhead or creating a pin. The Council was concerned with the cost. Hysten said we have to have letterhead anyway and believes this could be very reasonable. Pins would be more costly. Kane asked could we add incorporated since 1962 on our letterhead.

12. **New Business:**

a. **Efficiency Report Card- Police Department:** Police Chief Jeff Harapat reported on the cost savings in their department. They are preparing for the new building and had an officer just came back from a two-day training on evidence rooms.

Tveit reported he is currently working on narrating a video of the building progress. Tveit would like to put out a challenge out to everyone to help get people for our commissions. People like to complain but we do not get a lot of involvement from them.

Brown asked if we could go back to Old Business. Have we had any updates on the old Food-N-Fuel property? Hysten said we do have occasional interest until they find out the price and what needs to be done to the property. Just today the City received another call regarding that property.

13. **Adjournment:** The City Council adjourned the meeting at 7:15 pm.