

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

CITY COUNCIL MINUTES

March 16, 2015

1. **Call to Order:** The regular City Council Meeting was called to order by Mayor Pro Tem Tim Brown at 6:00 pm.
2. **Roll Call:** Present were Mayor Pro Tem Tim Brown, Council members Richard Orpen, Rich Skordahl, and Chris McClish. Mayor Steve Kane excused. Also present were City Attorney Scott Lepak (Barna, Guzy & Steffen), City Engineers Jared Voge and Paul Saffert (Bolton & Menk), Police Chief Jeff Harapat, Public Works Director Paul Teicher, Finance Director Darcy Mulvihill, Building Official Andy Schreder, and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY McCLISH SECOND SKORDAHL TO ADOPT THE MARCH 16, 2015 CITY COUNCIL AGENDA. Motion carried 4-0.
4. **Consent Agenda:** MOTION BY SKORDAHL SECOND ORPEN TO APPROVE THE MARCH 16, 2015, CITY COUNCIL CONSENT AGENDA AS A-D AS FOLLOWS:
 - a. City Council Minutes – March 2, 2015
 - b. Upper Rum River Watershed Management Organization Minutes – March 3, 2015
 - c. Accept the Donation from Blaine’s Blazin 4th Inc to Pioneer Days
 - d. Approve the Payment of Claims for \$419,316.24 (ACH 110E & 111E \$106220.56 Checks 66377 and 68721-68790 \$313095.68)Motion carried 4-0.
5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:**
 - a. **Wellhead Protection Plan Amendment: Public Hearing-Resolution 2015-07:** A copy of the power presentation that was presented at the February 17, 2015 City Council meeting was included in your packet. Due to an error with the publication of the public hearing notice we need to hold the public hearing again. Public Works Director Paul Teicher stated this gave us the opportunity to make more corrections. Public Director Paul Teicher gave a brief presentation on the Wellhead Protection Plan Amendment. Motion by Mayor Pro Tem Brown second McClish to open the public hearing for public comment at 6:03 pm. Mayor Pro Tem Brown closed the public hearing at 6:03 after no public comment. MOTION BY McCLISH SECOND ORPEN TO ADOPT RESOLUTION 2015-07 A RESOLUTION APPROVING THE WELLHEAD PROTECTION POLICY AND APPROVAL OF PLAN (PART 2). Motion carried 4-0.
7. **Ordinances & Resolution:**

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

a. **Engineer: Waste Water Facility Upgrade Presentation:** City Engineer, Paul Saffert provided a memorandum outlining the background and need for the new wastewater treatment facility at the existing site. Saffert gave a power point on the wastewater project and timeline. Brown asked during construction will the facility still be functioning, Saffert stated yes, it will be modified slightly but still operational. MOTION BY SKORDAHL SECOND ORPEN TO ADOPT RESOLUTION 2015-11 AUTHORIZING STAFF AND BOLTON & MENK TO PROCEED WITH SECURING CLEAN WATER REVOLVING FUNDS AND POINT SOURCE IMPLEMENTATION GRANT BY SUBMITTING A MINNESOTA PUBLIC FACILITIES AUTHORITY LOAN APPLICATION. Motion carried 4-0. MOTION BY BROWN SECOND SKORDAHL TO APPROVE THE SUBMITTAL OF PLANS AND SEPCIFICATIONS TO THE MINNESOTA POLLUTION CONTROL AGENCY. Motion carried 4-0.

MS4 Update: The City was informed on October 20, 2015 that the City is subject to regulation under the National Pollutant Discharge Elimination System/State Disposal System (NPDES/SDS) Municipal Separate Storm Sewer System (MS4) General Stormwater Permit (MNR40000). The cost to the City's Stormwater fund at this time is \$400.00 City staff will submit Part 1 of the permit application prior to the April 25, 2015 deadline. Prior to the October 25, 2016 deadline, there will be additional costs associated with preparing Part 2 of the permit application.

235th Update: Based on the history, the reason 235th street width is 28 feet was because of the residents request Voge stated. During the open houses and public hearings associated with the improvements, residents requested that the width be reduced from 32-feet to accommodate two travel lanes in an effort to reduce the construction costs associated with the improvements. Street widths of 28-feet do not accommodated parking. We recommend both sides of the road along 235th between Rum River Blvd. and Ivywood Street be posted with No Parking Signs. Orpen asked where are the people going to park for the soccer/football games. Parking along Rum River Blvd. would be dangerous. Skordahl said it is the schools usage that causes the problem so let's work with the school district to educate where parking is permitted. McClish said obviously they do not have enough parking for the events but I would like to work with the school district letting them know this is a concern. Consensus of the city council was to put up the no parking signs and contact the school district to work with them on different parking areas.

b. **Attorney:**

c. **Staff:**

Bldg. Official: 2014 End of Year Building Activity Update: Building Official Andy Schreder gave a brief update on the 2014 Building Activity. Schreder stated the building activity was similar to 2013 bit did show a higher number of new home construction. In 2014, there were 18 new units, which included two townhomes and a manufactured structure in Woodhaven. A new building code went into effect in January 2015. Sharing services with the City of Nowthen has been very worthwhile and cost effective with sharing training cost. We are considering hiring a seasonal inspector to help with the heavier summer workload. Brown asked how the rental inspections are going. Schreder said better and those that have responded have gone very well. The struggle is the ones that have not responded. Skordahl asked if the fees are keeping up with the time, you are spending. The first year there is a lot of implementation on the staff side.

MN House Representative Kurt Daudt stopped by to say hello. The City Council asked if he could give you an update on what is happening at the Capital. It is budget year; road and bridge funding are the two top priorities. The House of Representatives would like to put some money into cities, counties and townships. We will start the budget next week and need to be done by the third week of May. Speaker Daudt stated he does have many rolls at the Capital, with one being appointed as the Speaker of the House. Speaker Daudt passed out his business card to council and staff and stated if something comes up please give me a call. Again, I just wanted to show up and say hello and be accessible to you and my district. Brown said we appreciate that you are not forgetting about us. If you (city council) have a project you are working on let me know. Discussion was held briefly on the Hwy 47 and Pederson Drive intersection. Voge said MnDOT does see a speed study is warranted in this area. Hopefully, the speed will be lowered in the school zone.

Fire Dept.:

Public Works: Bridge Street Corridor Update: Voge said last week we met with Anoka County and they are in the process of acquiring the property for road right away purposes. The final house will be acquired by the end of May this year, which took longer than expected. Looks like the construction will start later than thought. So the project will take two years instead of one construction year. They will start the backage road to Kerry Street and the small turn around on the school property this year and the two roundabouts will be constructed next year. Brown asked would the bids be good for the whole project. Voge said yes, they would carry through for the whole project. Orpen said he talked to people from Temperature Specialist and said there was supposed to have some vibration studies done before, during and after. They have not heard anything from Anoka County. Voge said we definitely would bring that to their attention. They are looking at some alternative methods for the compaction. Skordahl asked do they have the Federal money in hand. Voge said the Federal Government allocates and sets aside money but all processes must be followed. The schedule will not affect the funding.

Park Improvements: Teicher reported that two more parks are becoming dangerous because of the deteriorating timbers. These timbers are the borders between the grass area and woodchips. Two bids were received; North country Concrete, Inc. of East Bethel, MN \$28,635 and Tru Renovations, LLC of East Bethel \$18,427.20. Skordahl asked if these were the last two parks that needed this type of repair. Teicher said I believe there are still other parks with timbers but are not in the condition of these two. **MOTION BY BROWN SECOND McCLISH TO ACCEPT THE TWO QUOTES AND AWARD THE LOW BID TO TRU RENOVATIONS, LLC OF EAST BETHEL WITH A BID AMOUNT OF \$18,427.20.** Motion carried 4-0.

Liquor Store:

Police Dept:

City Administrator Report:

9. **Reports from Council Members:** Skordahl wanted to remind the council he will not be at the Planning Commission meeting this Wednesday.

10. **Report from Mayor:** None.

11. **Old Business:** McClish asked if there was an update on the city administrator position. Lepak said the top candidate has been contacted and I will meet with him on Wednesday and work on the contract.

12. **New Business:** None.

13. **Adjournment:** MOTION BY ORPEN SECOND McCLISH TO ADJOURN THE REGULAR CITY COUNCIL MEETING AT 7:00 PM. Motion carried 4-0.

Barbara I. Held, City Clerk