

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

CITY COUNCIL MINUTES

MARCH 19, 2012

1. **Call to Order/Pledge of Allegiance:** The regular City Council Meeting was called to order by Mayor Jerry Tveit at 6:00 p m.
  
  2. **Roll Call:** Present were Mayor Jerry Tveit, Council members Jeff Sandoval, Tim Brown, Steve Kane and Chris McClish. Also present were City Attorney Scott Lepak (Barna, Guzy and Steffen, Ltd) City Engineer Jared Voge (Bolton & Menk, Inc.), Police Chief Jeff Harapat, Fire Chief Dean Kapler, Finance Director Darcy Mulvihill, City Administrator Matt Hysten and City Clerk Barb Held.
  
  3. **Adopt Agenda:** MOTION BY SANDOVAL SECOND BROWN TO ADOPT THE MARCH 19, 2012 CITY COUNCIL AGENDA. Motion carried 5-0. Tveit stated I would like to go right to the public hearing and the ordinance amendments regarding the Charter Commission Amendments due to a family emergency, I will have to leave early.
  
  - 6 b. **Charter Commission Recommended Amendments-Public Hearing:** Mayor Tveit opened the Public Hearing at 6:02 pm. City Attorney Scott Lepak gave a brief overview of the Charter Amendments.  
Mayor Tveit asked if there was any public input on the Charter Amendments. With none being heard, Mayor Tveit closed the Public Hearing at 6:03 pm.
  
  - 7 c. **Ordinance 168, Second Series-Amending and Restating the City of St. Francis Home Rule Charter Section 7.16 Capital Improvement Program (First Reading):** MOTION SANDOVAL BY KANE SECOND APPROVING THE FIRST READING OF ORDINANCE 168, SECOND SERIES AMENDING AND RESTATING THE CITY OF ST FRANCIS HOME RULE CHARTER SECTION 7.16 CAPITAL IMPROVEMENT PROGRAM. Roll Call: Ayes: McClish, Sandoval, Brown, Kane and Tveit. Nays: None. Motion carried 5-0.
  
  - d. **Ordinance 169, Second Series-Amending and Restating the City of St. Francis Home Rule Charter Chapter 5 Pertaining to Primary Elections (First Reading):** MOTION BY BROWN SECOND McCLISH APPROVING THE FIRST READING OF ORDINANCE 169, SECOND SERIES AMENDING AND RESTATING THE CITY OF ST FRANCIS HOME RULE CHARTER CHAPTER 5 PERTAINING TO PRIMARY ELECTIONS. Roll Call: Ayes: Brown, Kane, Sandoval, McClish, and Tveit. Nays: None. Motion carried 5-0.
- Mayor Tveit excused himself from the City Council meeting at 6:05 pm. Mayor Pro-Tem Steve Kane presided over the meeting.

4. **Consent Agenda:** MOTION BY SANDOVAL SECOND McCLISH TO APPROVE THE MARCH 19, 2012, CITY COUNCIL CONSENT AGENDA-G AS FOLLOWS:
  - a. Approve the City Council Minutes of March 5, 2012.
  - b. Approved Pay Estimate No. 4 from Amcon Construction Management for Fabcon, Inc. \$29,968; Maxx Steel Erectors Inc. \$25,999; Shaw/Stewart Lumber \$21,114; Gopher State Contractors, Inc \$30, 970; M. Reinert Drywall, Inc. \$8,831, McDowall Company \$245,024, and SCR, Inc-St Cloud \$57,992.
  - c. Accept the Resignation of Public Works Employee Jacob Skorseth.
  - d. Authorization to Fill the Public Works Water/Wastewater Position.
  - e. Approve the Massage Therapy Renewal License for St. Francis Physical Therapy Wellness Center/Nicole Kotaska.
  - f. Approve the Minneman Triathlon Permit for June 30, 2012 to Optum Health Performance.
  - e. Approve the Payment of Claims for \$562,338.55 (Check numbers 63328-63398)Motion carried 4-0.
5. **Meeting Open to the Public: None**
6. **Petitions, Requests, Applications:**
  - a. **Mayor's Trail Ride Donation Presentation to the St. Francis Ambassador Program:** Mayor Pro-Tem Steve Kane presented a check for \$100.00 to the St. Francis Ambassadors. The Mayor's Trail Ride unfortunately was cancelled this year due to lack of snow but they still granted a donation to each organization each mayor had listed.
7. **Ordinances & Resolution:**
  - a. **Ordinance 166, Second Series-Amending Section 12.03 Entitled "Sale of Real Property" (Second Reading):** MOTION BY SANDOVAL SECOND McCLISH APPROVING THE SECOND READING OF ORDINANCE 166, SECOND SERIES AN ORDINANCE AMENDING SECTION 12.03 ENTITLED "SALE OF REAL PROPERTY". Roll Call: Ayes: McClish, Brown, Sandoval, and Kane. Nays: None. Motion carried 4-0.
  - b. **Ordinance 167, Second Series-Approving the Exchange of City Owned Real Estate and Easement with Anoka County (Second Reading):** MOTION BY BROWN SECOND McCLISH TVEIT APPROVING THE SECOND READING OF ORDINANCE 167, SECOND SERIES AN ORDINANCE APPROVING THE EXCHANGE OF CITY OWNED REAL ESTATE AND EASEMENT WITH ANOKA COUNTY. Roll Call: Brown, Sandoval, McClish, and Kane. Nays: None. Motion carried 4-0.
  - e. **Resolution 2012-08: Re-Establishing Precincts and Polling Places:** MOTION BY SANDOVAL SECOND BROWN APPROVING RESOLUTION 2012-08 REESTABLISHING PRECINCTS AND POLLING PLACES. 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:** Fire Chief Dean Kapler stated the study group has been meeting every two weeks. On March 29, 2012, the study group will vote on a report and whether or not to bring it forward to all the cities. On April 12, 2012 at 7:00 pm in Ramsey's City Hall, there will be a presentation to all five city council's that belong to the Fire Study Group at this time.

**Apparatus Update:** Fire Chief Dean Kapler gave a presentation of current and future apparatus equipment. At the last City Council meeting, you authorized the transfer of the Ranger to the Fire Department from the public works department. I believe this will be a great tool for the department. This piece of equipment will be able to get to areas where other vehicles would not. With the weather we are having there are bound to be more grass fires. In addition, we have a command trailer, which is an underutilized piece of equipment. I would like to see if there is interest for this trailer from other communities. I think there was a great amount research that must have done before acquiring this trailer, but it is not used. We do have at least one community that has shown some interest in the trailer. I would like to ask that this piece of equipment, declared as surplus property. A resolution will be brought forward at the next meeting. Sandoval said he would like the money when this is sold be put back in the fire department budget.

**Public Works: Equipment Purchase:** Hysten stated Public Works Director Paul Teicher is out helping his department on a grader issue. Hysten referenced Teicher's Agenda Report and stated they have two vehicles scheduled for replacement in the Capital Improvement Plan this year; a 2002 F-250 and a 2000 F-450. Teicher's recommendation as written in his Agenda Report is to:

1. Trade the 2002 F-250, the 2005 Crown Victoria, and the 2000 F-450 for a total trade in value of \$16,500, which will be reflected in the purchase price of his recommended purchases.
2. Purchase a 2012 F-550 cab/chassis from Midway Ford for \$26,825.56 (State bid, includes trade values, tax and license)
3. Purchase a sign/service/crane body and attachments to be installed on the 2012 F-550 cab/chassis from Aspen Equipment for \$76,990.61 (State bid pricing)
4. Purchase a 2012 F-250 from Midway Ford for \$17,807.20 (State bid, includes trade values, tax and license)

MOTION BY SANDOVAL SECOND McCLISH APPROVING THE FOUR ITEMS PER THE PUBLIC WORKS DIRECTOR'S AGENDA REPORT. Motion carried 4-0.

**Liquor Store:**

**Police Dept:**

**City Administrator Report: Land Lease Bid Results:** Hysten stated last Wednesday, March 14, 2012 at 3:00 pm we had two bidders whom submitted bids. Tom Carlisle of Wyoming, MN had the highest bid for the 183 acres in Isanti County at \$90.00 per acres. None of the bidders wanted to bid on the 40 acres due to the cost. MOTION SANDOVAL SECOND BROWN TO AUTHORIZE CITY ADMINISTRATOR TO ENTER INTO A LAND LEASE WITH TOM CARLISLE ON THE 183 ACRE (177 TILLABLE) PARCEL IN ISANTI COUNTY FOR \$90 PER ACRE FOR THREE YEARS SUBJECT TO REVIEW AND

APPROVAL BY THE CITY ADMINISTRATOR AND CITY ATTORNEY AS TO FORM.  
Motion carried 4-0.

**Reports from Council Members:** None.

10. **Report from Mayor:** Kane reported there were two meetings set last Thursday for Pioneer Day discussion. Next Pioneer Day meeting will be on March 29, 2012 at 7:00 pm at the American Legion. Good mix of businesses, residents, and organizations. Feel there were many great ideas.

This Thursday, Mr. Hylan and I will be attending the 2012 Joint Legislative Conference in St. Paul.

11. **Old Business:** McClish would like to see if the City could contact the owner of the old Food-n-Fuel building. Hylan reported the City Attorney and I have been in discussion on this topic. We have had a person that has shown interest. I will continue on the re-development of that property. If that does not work, we will look at our ordinances on the enforcement side of things. McClish asked if there are any grants out there. Hylan said there are grants for petroleum clean up but you have proof of a spill.

12. **New Business:** None.

13. **Adjournment:** The City Council adjourned the meeting at 6:33 pm.

---

Barbara I. Held, City Clerk