

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

CITY COUNCIL MINUTES

APRIL 2, 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, Public Works Director Paul Teicher, Fire Chief Dean Kapler, Finance Director Darcy Mulvihill, City Administrator Matt Hylen and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY SANDOVAL SECOND BROWN TO ADOPT THE APRIL 2, 2012 CITY COUNCIL AGENDA. Motion carried 5-0.
4. **Consent Agenda:** MOTION BY KANE SECOND McCLISH TO APPROVE THE APRIL 2, 2012, CITY COUNCIL CONSENT AGENDA-G AS FOLLOWS:
 - a. Approve the City Council Minutes of March 19, 2012.
 - b. Receive and File URRWMO Minutes – January 3, 2012
 - c. Receive and File the URRWMO Draft Minutes – March 6, 2012
 - d. Receive and File the City Council/Management Team Work Session – March 18, 2012
 - e. Approve the hiring of Barbara Ellefson as a Part Time Liquor Store Clerk.
 - f. Approve the Extension of the Interim Fire Chief (Dean Kapler) Contract with the City of Ramsey until April 30, 2013.
 - g. Payment of Claims for \$281,198.08 (Check No. 63399-63473 \$174,257.60 and ACH Debits 30E-31E \$106,940.48).Motion carried 5-0.
5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:**
 - a. **Liquor License approval for the Ponds Golf Course:** Richard Lund has applied for a Liquor License at the Ponds Golf Course located at 2881-229th Avenue NW. Mr. Lund also requested in writing that the license fees be prorated for the remainder of the year. There are still some documents that need to be provided before a liquor license will be issued. MOTION BY KANE SECOND BROWN APPROVING A LIQUOR LICENSE TO RICHARD LUND FOR THE PONDS GOLF COURSE CONTINGENT UPON SUBMITTING THE REQUIRED DOCUMENTS AND GRANTING APPROVAL OF THE PRORATED LICENSE FEES. Motion carried 5-0.
 - b. **ISD #15 Ordinance Amendment & Conditional Use Permit:** Nate Sparks, City Planner provided a memorandum for the City Council stating the St. Francis School District

would like to open up a clinic for school staff and dependents in the high school building as a way to lower health care costs. The High School building is located in the R-2, Single Family Residential District and accessory medical clinics are not allowed in residential areas. Therefore, the School made an application for a text amendment to allow for this use. Since there are conditions upon which this use would be allowed, it is proposed as a conditional use. The School has also made an application for the CUP.

At the February Planning Commission meeting, a public hearing was held for a text amendment and conditional use permit for the St. Francis School District. Motions for both approval and denial failed 2-2. The Council reviewed the application and directed the item back to the Planning Commission for a formal recommendation. The Planning Commission discussed the matter again at their March meeting. Once again, the Planning Commission voted 2-2. As noted in the Planner's memorandum the City Council must make a policy decision on the acceptability of the accessory medical clinic to a public institution in the R-2 District. The draft ordinance attempts to mitigate potential impacts that may be presented by a clinic in the school. The City Council may direct Staff to do one of the following actions, keeping in mind that a final decision must be made by the Council at the May 21st meeting at the latest:

1. Return the application to the Planning Commission for further discussion.
2. Direct Staff to bring back a resolution denying the request.
3. Direct Staff to bring back an ordinance and resolution approving the request.

Tom Larson, Community Services Director of ISD #15 stated we have been before the City Council a couple times. Our ultimate goal in opening this clinic is to save money for ISD #15 and the taxpayers. Larson also stated if we had to do this all over again we would have taken more time in the planning stages. There are currently three school districts in the State that have the same type of program. Larson said keep in mind 70% of our employees reside in St. Francis and that is the reasoning for having the clinic in St. Francis. We will respect the decision of the City Council. Larson asked if there were any questions. The City Council had some questions and comments for Larson. MOTION BY KANE SECOND McCLISH TO DIRECT STAFF TO BRING BACK AN ORDINANCE AND RESOLUTION APPROVING THE REQUEST. Motion carried 3-2. Sandoval and Brown voting nay.

7. **Ordinances & Resolutions:**

a. **Ordinance 168, Second Series-Amending and Restating the City of St. Francis Home Rule Charter Section 7.16 Capital Improvement Program (Second Reading):**
MOTION BY SANDOVAL SECOND BROWN APPROVING THE SECOND 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: Brown, Kane, McClish, Sandoval, and Tveit. Nays: None. Motion carried 5-0.

b. **Ordinance 169, Second Series-Amending and Restating the City of St. Francis Home Rule Charter Chapter 5 Pertaining to Primary Elections (Second Reading):**

MOTION BY KANE SECOND BROWN APPROVING THE SECOND 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: McClish, Kane, Brown, and Tveit. Nays: Sandoval. 4-1 Motion failed (unanimous vote required).

Council member Kane asked to be excused from the Council meeting at 6:18 pm.

c. Resolution 2012-09: Setting the 2012 Yearly Rate for the Disposal of Excess Personal Property: MOTION BY SANDOVAL SECOND BROWN TO ADOPT RESOLUTION 2012-09 A RESOLUTION SETTING THE 2012 YEARLY RATE FOR THE DISPOSAL OF EXCESS PERSONAL PROPERTY. Motion carried 4-0.

d. Resolution 2012-10: Declaring Surplus Property: MOTION BY SANDOVAL SECOND McCLISH TO ADOPT RESOLUTION 2012-10 A RESOLUTION DECLARING SURPLUS PROPERTY; 2008 DODGE CHARGER AND THE FIRE DEPARTMENT COMMAND TRAILER. Motion carried 4-0.

8. Reports of Consultants & Staff Members:

a. Engineer: Trunk Highway 47 Signage Inquiry: City Engineer Jared Voge provided the City Council a memorandum on the Trunk Highway 47 signage that was noted at the February 20, 2012 City Council meeting. Council member Brown inquired about signage installation along Trunk Highway 47 for Ambassador Boulevard as the one the City of Ramsey has for Alpine Drive. The signage, materials, and installation required for advanced street name signage for northbound and southbound Trunk Highway 47 traffic totals approximately \$4,500 plus permit fees.

b. Attorney: “Old” Food N Fuel Property Discussion: City Attorney Scott Lepak provided a memorandum regarding the “Old” Food N Fuel building the Council inquired about at their last meeting.

c. Staff:

Fire Department: Chief Kapler gave a brief update on the Joint Fire Study Group. A copy of the group’s report will be sent to the city clerk tomorrow who will then forward it on to all councilmembers. Some of the attachments will not be included at this time. Also, reminded everyone of the joint meeting on Thursday, April 12, 2012 at the Ramsey Municipal Center.

Public Works: Equipment Purchase: Public Works Director Paul Teicher provided the City Council an Agenda Report asking for authorization to purchase a Wheel Loader. The Wheel Loader has been in the CIP for many years. This piece of equipment is a proven efficient snow removal tool and is essential for managing a road salt storage pile. The purchase has been delayed over the years because we have not had a proper facility for the storage and care for such a large piece of equipment. Storm sewer management and practices also recommends having a

street sweeper. In Teicher's Agenda Report it states the reasoning for purchasing the Loader this year instead of 2013. In order to balance the 2012 and 2013 budgets, the Council will be spending reserve dollars in 2012 and staff will eliminate the 2013 scheduled purchase of a wheel loader. This item would not be replaced with anything in the 2013 budget. Therefore, over the two year budget cycle, there should not be any negative budget impacts. The Council had questions about the warranty and the variety of uses for this piece of equipment. MOTION BY SECOND AUTHORIZING THE PUBLIC WORKS DIRECTOR TO PURCHASE THE CAT LOADER WITH PALLET FORKS AS QUOTED PER STATE BID FROM ZIEGLER CATERPILLAR OF COLUMBUS, MN FOR AN AMOUNT NOT TO EXCEED \$167,000.00. Motion carried 4-0. MOTION BY SECOND AUTHORIZING THE PUBLIC WORKS DIRECTOR TO PURCHASE A USED SWEEPSTER ATTACHMENT FOR WHEEL LOADER AS QUOTED FORM ZIEGLER CATERPILLAR OF COLUMBUS, MN FOR \$17,100.00. Motion carried 4-0.

We have been receiving a number of calls regarding the condition of our graveled roads. The frost is finally out in the shaded areas and expect to be out grading soon. They are in need of grading.

Liquor Store:

Police:

City Administrator: Legislative Updates: Hysten reported a week and a half ago I and Council member Kane met with our representatives at the Capital. Some of the legislation to keep an eye on is the Voter ID and the fireworks amendment.

There is a meeting tentatively scheduled for next week with a number of different entities regarding the safety of Pederson Drive and Highway 47 intersection. Once the exact date and time is scheduled, Hysten stated he would contact the Mayor.

Anoka County Library Visionary Retreat: Hysten reported he attended the Library meeting as a City Administrator and a resident. Approximately 25 people attended the meeting. The one area the Library Board reported that has exceeded their expectations is in the electronic book request. They are looking at a number of ideas on how and where people might be able to download books.

9. **Reports from Council Members:** No reports.

10. **Report from Mayor:** Mayor Tveit stated he plans on attending the Annual League of MN Conference at the end of June in Duluth.

Tveit thanked the City Council for allowing him to be part of the Joint Fire Study Group. Anytime communities can come together and talk it is great.

Tveit stated he will be having a Mayor's Motorcycle Ride again on June 16, 2012. More information will follow and just a clarification this is not a City sponsored event.

11. **Old Business:** None.
12. **New Business:** None.
13. **Adjournment:** The City Council meeting adjourned at 6:56 pm.

Barbara I. Held, City Clerk