

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

CITY COUNCIL MINUTES

MAY 7, 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, Finance Director Darcy Mulvihill, City Administrator Matt Hysten and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY SANDOVAL SECOND KANE TO ADOPT THE MAY 7, 2012 CITY COUNCIL AGENDA. Motion carried 5-0.
4. **Consent Agenda:** Hysten asked to have 4e removed from the Consent Agenda. MOTION BY BROWN SECOND SANDAVOL TO APPROVE THE MAY 7, 2012, CITY COUNCIL CONSENT AGENDA-F and G AS FOLLOWS:
 - a. Approve the City Council Minutes of April 16, 2012.
 - b. Receive and File the draft Upper Rum River management Minutes for May 1, 2012 and budgets for the URRWMO.
 - c. Approve the Kickball Tournament at Community Park, May 19, 2012 put on by Billy's Neighborhood Bar and Grill using their Caterer's Permit for Liquor.
 - d. Approve the Temporary 3.2 Permit for the St. Francis Lions Club in Community Park for Pioneer Days June 9 and 10, 2012.
 - e. ~~Approve the License Agreement for Access to the Anoka County Star System.~~
 - f. Acknowledge the list of current St. Francis Police Reserve Officers Richard Johnson, William Newstrom, Chris Bulera, Alyssa Newbury, Jacob Maros, Erik Johnson, Britny Schmitz, Keith Eickhoff, Christopher Sinclair, Kurt Greene, Chase Hedges, and Joseph Edsall.
 - g. Acknowledging the Application for a One-Day Exempt Permit for the St. Francis Youth Hockey Association with no waiting period for January 1, 2013 at 23340 Cree Street NW.
 - h. Approve the Payment of Claims for \$336,847.66 (Check Number 63552-63643 \$247,068.81 and ACH Debit 32E-33E \$89,778.85).Motion carried 5-0.
- 4e. **License Agreement for Access to the Anoka County Star System:** Hysten stated the reason for removing this from the consent agenda was for our city attorney to have more time to review the term of the contract. This is a contract the City would like to enter into with Anoka County. Lepak reported this agreement can be approved subject to review and approval by City Attorney.

MOTION BY KANE SECOND BROWN TO APPROVE THE LICENSE AGREEMENT FOR ACCESS TO ANOKA COUNTY STAR SYSTEM SUBJECT TO REVIEW AND APPROVAL BY CITY ATTORNEY. Motion carried 5-0.

5. **Meeting Open to the Public:** None.

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

a. **St. Francis Jaycees Dance Permit in Community Park for Pioneer Days June 8 and 9, 2012:** MOTION BY KANE SECOND SANDOVAL TO APPROVE THE ST. FRANCIS JAYCEES DANCE PERMIT IN COMMUNITY PARK FOR PIONEER DAYS JUNE 8 AND 9, 2012. Motion carried 5-0.

b. **Patriot Lanes Dance Permit at 3085 Bridge Street for Pioneer Days June 8 and 9, 2012:** MOTION BY SANDOVAL SECOND McCLISH TO APPROVE THE DANCE PERMIT FOR THE PATRIOT LANES DANCE PERMIT AT 3085 BRIDGE STREET FOR PIONEER DAYS JUNE 8, AND 9, 2012. Sandoval glad to see the Mr. Zacher has a verbal agreement from American Legion and a written agreement with St. Francis Foods but what about the foot traffic from the St. Francis Foods. City Council had discussion with the Police Chief on the pedestrian traffic concern. Motion carried 5-0.

7. **Ordinances & Resolution:**

a. **Resolution 2012-11: Denying an Ordinance Amendment and Conditional Use Permit request to Allow for an Accessory Clinic to Operate at the St. Francis High School located at 3325 Bridge Street NW:** Tveit stated at the last city council meeting we addressed this issue and the ordinance did not pass. City Attorney Lepak reported this resolution is stating the reasoning in writing why the ordinance was not approved. MOTION BY TVEIT SECOND SANDOVAL ADOPTING RESOLUTION 2012-11 A RESOLUTION DENYING AN ORDINANCE AMENDMENT AND CONDITIONAL USE PERMIT REQUEST TO ALLOW FOR AN ACCESSORY CLINIC TO OPERATE AT THE ST. FRANCIS HIGH SCHOOL LOCATED AT 3325 BRIDGE STREET NW Motion carried 4-0. Kane abstained.

b. **Resolution 2012-12: Joint Fire Study Group-Continue Efforts Towards a Shared Fire Service:** MOTION BY SANDOVAL SECOND BROWN TO ADOPT RESOLUTION 2012-12 A RESOLUTION TO CONTINUE EFFORTS TOWARDS A SHARED FIRE SERVICE. Motion carried 5-0.

c. **Resolution 2012-13: Proclaiming May 6 through May 12, 2012 as “Drinking Water Week 2012”:** MOTION BY McCLISH SECOND KANE TO ADOPT RESOLUTION 2012-13 A RESOLUTION PROCLAIMING MAY 6 THROUGH MAY 12, 2012 AS “DRINKING WATER WEEK 2012”. Motion carried 5-0.

d. **Resolution 2012-14: Proclaiming May 20 through May 26, 2012 as “Public Works Week 2012”:** MOTION BY SANDOVAL SECOND BROWN TO ADOPT RESOLUTION 2012-14 PROCLAIMING MAY 20 THROUGH MAY 26, 2012 AS “PUBLIC WORKS WEEK 2012”. Motion carried 5-0.

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

a. **Engineer: Hwy 47 and Pederson Drive Pedestrian Flasher System Discussion:** Voge reported that staff, a couple council members, and representatives from the school district met with MnDOT regarding the pedestrian concerns at Hwy 47 and Pederson Drive. We went out to view the intersection when the middle school’s day ended. Nothing was decided on at this meeting but one option to potentially explore is a flashing system where the lights would

cantilever over the intersection. MnDOT will look to see if there is any potential funding for a project like this but there is no guarantee. The school district and city will more than likely fund the project and someone will need to take the lead on the project. Voge said due to the working relationship with MnDOT; staff and I are recommending the City take the lead on the project. Tveit stated he and Sandoval attended this meeting and I was impressed with the support of staff. MOTION BY TVEIT SECOND SANDOVAL FOR THE CITY TO TAKE THE LEAD WHILE WORKING WITH THE SCHOOL ON THE PEDERSON DRIVE AND HWY 47 PEDESTRIAN PROJECT. Motion carried 5-0.

b. **Attorney: 1) Closed Meeting to discuss Labor Negotiation Strategy Pursuant to MN Statute 13D.03:** MOTION BY TVEIT SECOND SANDOVAL TO GO INTO A CLOSED SESSION AT 6:23 PM TO DISCUSS LABOR NEGOTIATIONS STRATEGY PURSUANT TO MN STATUTED 13D.03. Motion carried 5-0. The City Council was back in session at 6:37 pm. Lepak said there is no action to report.

2) Consideration of Collective Bargaining Agreement for Public Works Employees: Also no action to report. Hopefully, we will have something for the next meeting.

c. Staff: Fire Department:

Public Works: Park Capital Improvement Plan Discussion: Teicher stated he did not write an agenda report for this. Due to the fact, we do not have a Park Commission I just wanted to remind the Council they are the acting Park Commission. There are a number of Park Improvements that have been in the Capital Park Improvement Plan for a number of years. Do you want to sit down and discuss some priorities or do you want to send me some of your priorities. Sandoval asked for a list of items in the CIP from Teicher and then we can choose from that list. Teicher reminded the City Council the list of improvements are not totally mine. Some are from prior employees and councils, so if some of these are near and dear to someone and I don't list them as a top priority please remember that. General direction from the City Council is for Teicher to develop a priority of the existing list of improvements on the parks was already have. In the past, there was talk about selling some of the park property the City currently owns. There are some parcels the City cannot get rid of because they are dedicated as parkland. Sandoval stated Lepak gave the City Council a memorandum some time ago regarding disposing of park property.

Liquor Store:

Police Dept: Emergency Sirens: About a year ago, we did a review of our Civil Defense sirens. Outdoor sirens are for an outdoor alert. You need to go indoors and listen to your radio and/or watch your television for current weather conditions. If you do get calls regarding Civil Defense sirens please encourage them to purchase a weather radio.

City Administrator Report: League of MN Cites Board member: Hylen stated last year he applied for a LMC Board position and was appointed for a one-year term. Hylen asked the City Council if they had any objection in him applying this year for a three-year term. The City Council said they did not have any objection.

MN City Manager Conference: Last week I attended the conference and talked to some colleagues about the idea of interns. Hylen asked would the Council be interested in pursuing an intern. The City Council agreed to pursue the idea of an intern. I will bring back more information if there seems to be interest in the field.

Anoka County Elections: Many changes with elections are happening not only on the State level but also in Anoka County. The City did not have a choice this year in whether or not we will be conducting in-person absentee balloting services; unfortunately, this will be added cost to the City. In addition, Anoka County implemented new election software so all the cities can be consistent on the procedures and forms they are using. This will be good once up and running but the first year implementation is time consuming. I am sure more information will be forthcoming on changes whether it is with the State or County.

Building Inspection Discussion: Hylan said I have been having dialogue with the City of Nowthen regarding building inspections. We hired our own inspector at the beginning of this year. The city of Nowthen is looking at the possibility of contracting with our inspector. There needs to be more research done to make sure there are no employment issues. Hylan asked what your thoughts are. **MOTION BY SANDOVAL SECOND McCLISH DIRECTING STAFF WORK WITH CITY ATTORNEY TO PREPARE A CONTRACT BETWEEN THE CITY OF ST FRANCIS AND NOWTHEN FOR BUILDING INSPECTION FOR LATER CITY COUNCIL RATIFICATION.** Motion carried 5-0.

9. **Reports from Council Members:** Compliment staff on a good Recycling Day and would like to see Salvation Army be at our location.

Brown reported he will be gone the second meeting in June.

10. **Report from Mayor:** Last week I attend the URRWMO meeting. We did go over the budget. The Mayor's motorcycle ride on June 16, 2012 starting at Zylstra's in Elk River at noon ending in St. Francis.

11. **Old Business:** None.

12. **New Business:** None.

13. **Adjournment:** The City Council adjourned the meeting at 7:07 pm.