

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

CITY COUNCIL MINUTES

DECEMBER 3, 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, Councilmembers Jeff Sandoval, Amy Lazere, Steve Kane and Chris McClish. Also present were Police Chief Jeff Harapat, Public Works Director Paul Teicher, Finance Director Darcy Mulvihill, City Administrator Matt Hylen, and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY SANDOVAL SECOND KANE TO ADOPT THE DECEMBER 3, 2012, CITY COUNCIL AGENDA. Motion carried 5-0.
4. **Consent Agenda:** MOTION BY McCLISH SECOND SANDOVAL TO ADOPT THE DECEMBER 3, 2012, CITY COUNCIL CONSENT AGENDA A-F AS FOLLOWS:
 - a. Approve the City Council Minutes of November 19, 2012:
 - b. Approve the St. Francis Employee Right to Know Policy Manual Update
 - c. Enter into a Management Agreement with the St. Francis Homerun Club for the staffing and maintenance of the Warming House/Rinks this season.
 - d. Enter into a Joint Powers Agreement between Anoka County and the Municipalities, Townships and School Districts in Anoka County to Allocate Costs for Election Expenses.
 - e. Approve the St. Francis Lions Club Application to Conduct Excluded Bingo at the American Legion on December 14, 2012.
 - f. Approve Payment of Claims for \$307,285.74. (Check numbers 64699-64761 for \$216,632.88 and ACH 46 & 47 for \$90,652.86) Motion carried 5-0.
5. **Meeting Open to the Public:** None
6. **Petitions, Requests, Applications:**
 - a. **discussion on the 2013 Proposed Budget – Public Input:** Each year the City is required to hold a public meeting to discuss the budget and property tax levy and allow public input. Finance Director Darcy Mulvihill gave a power point presentation on the 2013 proposed budget. It was also noted that since the proposed property tax statements went out the city council lowered the Levy to a 4% increase, from the initial 7% increase.

At 6:09 pm Mayor Tveit opened the discussion for the public input.

Al Heifort 23943 Quicksilver Street, asked who is it that makes the decision on my taxes, you or the county. Tveit explained how the State dictates the formula and the market value exclusion. Hylen said

the last two years the City Council had a zero percent tax levy increase. With the new formula in the market value exclusion, residents saw their taxes increase even though our levy did not go up. Mr. Heifort asked whom do I go to? My taxes went up 25%. Staff indicated they would look at his statement.

Michael Minkler, 24311 Riverbank Lane, referenced an article in the Star Tribune. My value went down by 6.5% but the City tax portion went up 12.4%. Tveit said for the last 2 to 3 years the levy was held to a zero percent tax increase but people's taxes still went up. The exclusion is what maybe the problem. What is driving the 4% increase? Tveit stated the cost of living, fuel cost and just fixed expenses are some of the reasons.

Connie Nachreiner, 23309 Variolite Street; with the new city hall and everything, we want you to cut back. We haven't seen any cutbacks you have made. I am self-employed and have not seen a raise in four years and now I am on workers comp. Tveit stated we have made staff cuts and are trying to be more efficient. We are working with the school district on projects and purchasing the right equipment. We are trying to do the right thing. Nachreiner stated and we heard you have a private detective why do we need that. Police Chief Harapat said we have a patrolman that is an investigator. She also stated when there is an issue with my property, the city orders the police department out and then there is no police report. Tveit said I am a firm believer of spending money wisely. I do not know what the reason or the story behind the police coming to your property. Nachreiner said we have a problem neighbor and we do not know why we cannot get a police report when the city sends the police out. We are all hurting out here.

Tveit said we do appreciate to hear the feedback. With no more public comment, Tveit closed the public input session at 6:40 pm.

Hysten said in order to prepare for the final budget is there any other direction you would like staff to adjust the budget. We have lowered the budget to the 4% Levy increase from the initial 7%. Consensus was to stay with the 4% Tax Levy increase for preparing the final budget.

b. The Ponds Clubhouse: PUD Amendment-Resolution 2012-39: The property owners of the Ponds Golf Course would like to adjust a lot line within the PUD in a manner inconsistent with the original PUD therefore requiring a Minor PUD Amendment. Planner Nate Sparks provided an agenda report giving the background and stating the reason for the amendment. Lazere asked about parking for the lot to the east. Will there be enough parking for that lot. Hysten said the number of parking stalls will be determined on the use of the property. **MOTION BY KANE SECOND SANDOVAL TO ADOPT RESOLUTION 2012-39 A RESOLUTION APPROVING A MINOR PLANNED UNIT DEVELOPMENT AMENDMENT AND A LOT LINE ADJUSTMENT FOR THE PONDS GOLF COURSE CLUB HOUSE.** Motion carried 5-0.

7. Ordinances & Resolution:

a. Ordinance 180, Second Series: Amending Section 2-9-1 Regarding the Fee Schedule (Second Reading): **MOTION BY SANDOVAL SECOND KANE APPROVING THE SECOND READING OF ORDINANCE 180, SECOND SERIES AMENDING SECTION 2-9-1 REGARDING THE FEE SCHEDULE.** The water/sewer rates do need to be addressed. McClish is concerned with the increase of the water rates along with Tveit and Lazere. McClish stated he would recommend raising the base rate for water and sewer by .25 per month. Sandoval said isn't that part of our agreement with the bonding agency for the water treatment plant that we would keep increasing the rates. If we do not keep up they could come in and raise our rates. Hysten said that is correct we do need

to address the rates at some point. It is easier to raise them with a small increase at a time and not one large increase. Tveit said the cities to the south get help with the Met Council on their rates, could we? Hylen said yes they do get help but Met Council also gets to dictate how and where you will build. They too increased their rates this year. Hylen said so just a clarification could you give us direction on the rates. McClish is in favor for the base rate to go up for both and not the rates. Kane agree with McClish. Lazere wants to see no increase. Sandoval still thinks there should be a rate increase. McClish said the base rate increase for water and sewer is only .25 per month. Sandoval again stated I do not want to get caught and have another entity, such as the State to come in and force us to raise them.. Tveit asked to have the proposed rate scheduled sent to them that was presented at the time the City was working on the bond for the new water treatment plant. Hylen stated there was one more item staff would like included in the fee schedule. That is, with the recent purchase of a pay loader, we would like that to be included under the equipment and price at \$90.00 per hour. MOTION McCLISH SECOND KANE TO AMEND ORIGINAL ORDINANCE 180, SECOND SERIES TO INCLUDE THE PAY LOADER FEE FOR \$90.00 PER HOUR AND INCREASE THE BASE RATE FEE FOR WATER AND SEWER BY .25 CENTS PER MONTH. Roll Call: Kane, McClish, and Tveit. NAYS: Sandoval and Lazere. Motion failed by not receiving a 4/5 vote.

MOTION BY LAZERE SECOND SANDOVAL TO ADD THE PAY LOADER FEE OF \$90.00 PER HOUR. Roll Call: Ayes: Kane, Lazere, Sandoval, McClish and Tveit. Nays: None. Motion carried 5-0.

SANDOVAL AND KANE AGREE TO AMEND THE ORIGINAL MOTION WITH THE AMENDMENT OF ADDING THE PAY LOADER FEE OF \$90.00 PER HOUR. Roll Call: Ayes: Lazere, Sandoval, Tveit, McClish and Kane. Nays: None. Motion carried 5-0.

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

a. **Engineer:**

b. **Attorney:**

c. **Staff:**

Fire Department:

Public Works:

Liquor Store:

Police Dept.: Temporary Part Time Office Personnel: Police Chief Jeff Harapat is asking for a Temporary part time office personnel for approximately six weeks. This temporary position is needed due to a medical leave of one of our full time office personnel. A current Police Reserve, Britny Schmitz is able to work the needed hours and has some experience within this field. This should not affect the budget because cuts will be made in other areas. MOTION BY SANDOVAL SECOND LAZERE TO HIRE RESERVE OFFICER BRITNY SCHMITZ AS A TEMPORARY PART TIME OFFICE PERSONNEL. Sandoval stated he just wants to make it clear is we are not adding a position we are just filling a position temporarily due to a medical leave. Motion carried 5-0.

City Administrator Report: Habitat for Humanity of the Cambridge area is still interested in building a home in St. Francis on a parcel the City owns. Administrative Intern Chris Mickelson volunteered his time to go to this meeting tonight for us. Mickelson completed his internship with the City of St. Francis at the end of November.

As of today, our new Administrative Hearing Officer will be put to a test. A resident that received an Administrative notice has requested an appeal.

With the new personnel on the Council, please look at your calendars for available dates to have a budget and informational workshop.

Last week in our off week memo a date was set for an open house for our new facility, there was some questions regarding our suddenness of an open house of our new facility. Sorry in regards to the timing. We would like to coordinate all the commissions to meet for a walk through next Wednesday and the following evening a public open house.

9. **Reports from Council Members:** Lazere would like to set up a time to meet with the local businesses and the St. Francis Chamber.

10. **Report from Mayor:** Tveit reminded everyone to read the newsletter that will be delivered soon. The Chamber of Commerce is sponsoring a breakfast on Saturday, December 15 and Sunday December 16 to help raise funds for Pioneer Days. Come out and support your community.

Invite everyone to come to the Open House on December 13 to tour the new public works/police facility.

11. **Old Business:** McClish asked if there is any update on the road structure. Hylen stated he would get back to the council on road improvements.

Sandoval asked how much salt did we buy and how much savings. I have been getting numerous on these questions.

McClish regarding the old police department building are we going to be removing the signage. People are still confused of where to go.

12. **New Business:** None

13. **Adjournment:** Mayor Tveit adjourned the regular City Council meeting at 7:25 pm.
Significance