

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
TUESDAY, FEBRUARY 17, 2015
ISD #15 CENTRAL SERVICES CENTER (DISTRICT OFFICES)
4115 Ambassador Blvd. NW

6:00 pm

1. Call to Order
2. Roll Call
3. Adopt Agenda
4. Consent Agenda
 - a. City Council Minutes – February 2, 2015
 - b. Trinity Lutheran Church and School: 5K Run Walk for May 2
 - c. Payment of Claims
5. Meeting Open to the Public - *Open Forum is an opportunity for citizens to sign up before the Council meeting and present an issue or concern to City Council. Each presentation should be limited to no more than four minutes unless City Council grants more time.*
6. Petitions, Requests, Applications
 - a. Wellhead Protection Plan Amendment: Public Hearing
7. Ordinances & Resolution
 - a. Resolution 2015-08: End of Year Transfers
8. Reports of Consultants & Staff Members
 - a. Engineer:
 - b. Attorney:
 - c. Staff:
 - Building Official:
 - Finance Dept.
 - Fire Dept.: Drafting Job Description for Part Time Paid On-Call Fire Chief
 - Public Works: Hidden Ponds Park
 - Liquor Store:
 - Police:
 - City Administrator Report: “Old” Food-N-Fuel, 4020-233rd Update
 - Social Media Marketing Dollars
 - St. Francis Area Chamber of Commerce-Pioneer Days
9. Reports from Council Members
10. Report from Mayor
11. Old Business
12. New Business
13. Adjournment

Calendar of Events

- | | |
|---------|--|
| Feb 18: | Planning Commission Meeting @ ISD #15 Central Services Center (District Offices) 7:00 pm |
| Feb 21: | Mayor’s Snowmobile Trail Ride |
| Mar 2: | City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm |
| Mar 16: | City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm |
| Mar 18: | Planning Commission Meeting @ ISD #15 Central Services Center (District Offices) 7:00 pm |

TO: Mayor & City Council
FROM: Paul Teicher, Acting City Administrator
RE: Agenda Memorandum – February 17, 2015 Meeting

Agenda Items:

4. Consent Agenda:

b. *Trinity Lutheran Church and School: 5K Run/Walk for May:* Trinity Lutheran Church and School is requesting approval for a 5K Run/Walk for May 2.

6. Petitions, Requests, Applications:

a. *Well Head Protection Plan Amendment: Public Hearing:* Robyn Hoerr of MN Rural Water Association and Public Director Paul Teicher will give a presentation on the Wellhead Protection Plan Amendment. *The wellhead protection (WHP) plan amendment for the City of St. Francis was prepared by the city and in cooperation with the Minnesota Department of Health (MDH) and the Minnesota Rural Water Association. It contains specific actions that the city will take to fulfill WHP requirements that are specified under Minnesota Rules, part 4720.5100 to 4720.5590. Also, the support that Minnesota state agencies, federal agencies, Anoka County, and others will provide is presented to identify their roles in protecting the city's drinking water supply. The amended plan is effective for 10 years after the approval date specified by MDH, and the city is responsible for implementing its WHP plan of action.* After their brief presentation the mayor will open the public hearing for public comment. The mayor will then close the public hearing after public comment. A motion would be in order to adopt Resolution 2015-07. If there is public comment, those comments would be included in the resolution. After council approval, the Resolution will be forwarded on to the Department of Health for their approval.

7. Ordinances & Resolutions:

a. *Resolution 2015-08: End of Year Transfers:* A motion would be in order to adopt Resolution 2015-06.

8. Reports:

a. **Engineer:**

b. **Attorney:**

c. **Staff:**

Building Official:

Fire: *Drafting Job Description for Part Time Paid On-Call Fire Chief:* Staff has been gathering job descriptions from various communities. This information is being used to update our Part time Paid On-Call Fire Chief job description. Once the draft is completed it will be brought to the city council for review, comments and adoption.

Public Works: *Hidden Ponds Park:* Last year we saw an increase in the use of this ball field. As a result, the SFYBA would like to make a donation of \$3000.00 to install dugouts (fence, benches, concrete) on this ball field. City staff obtained a quote to complete this work before the start of the baseball season in the amount of \$7405.00. Funds are available in the parks operation and maintenance budget for this work.

Liquor Store:

Police:

City Administrator: *"Old" Food-N-Fuel, 4020-233rd Update:* Attached are two documents, one from Carlson McCain and the other from the MPCA. Carlson McCain was contracted by the MPCA to collect soil borings at the site of 4020-233rd Avenue. The letter from MPCA to the property owners stated

they have closed the petroleum tank release site file. This means the MPCA does not require any additional investigation and/or clean up works at this time or in the foreseeable future.

11. **Old Business:**
12. **New Business:**

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

CITY COUNCIL MINUTES

February 2, 2015

1. **Call to Order:** The regular City Council Meeting was called to order by Mayor Steve Kane at 6:00 pm.
2. **Roll Call:** Present were Mayor Steve Kane, Council members Richard Orpen, Rich Skordahl, Tim Brown, and Chris McClish. Also present were Assistant City Attorney David Schaps (Barna, Guzy & Steffen), Police Chief Jeff Harapat, Public Works Director Paul Teicher, Finance Director Darcy Mulvihill, Liquor Store Manager John Schmidt, Building Official Andy Schreder, and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY BROWN SECOND McCLISH TO ADOPT THE FEBRUARY 2, 2015 CITY COUNCIL AGENDA. Motion carried 5-0.
4. **Consent Agenda:** MOTION BY SKORDAHL SECOND McCLISH TO APPROVE THE FEBRUARY 2, 2015, CITY COUNCIL CONSENT AGENDA AS A-G AS FOLLOWS:
 - a. City Council Minutes – January 2-, 2015
 - b. Anoka County Recycling Program Agreement
 - c. Accept the Resignation from Planning Commission member Rebecca Havlik
 - d. Appoint Brian Beeman to the Economic Development Authority Commission
 - e. Acknowledgement of the St. Francis Lions applying for a One Day Law Gambling Permit for March 20, 2015
 - f. Re-Appointment of Planning Commission members Joel Olson, William Murray, Ray Stalke and Greg Zutz
 - g. Approve the Payment of Claims for \$ 383,069.03 (ACH 109E \$92,921.57 Checks 68543-68600-299,147.46)Motion carried 5-0.
5. **Meeting Open to the Public:** Casey Zimmerman stated he was here for my brother Gary and myself who own Vision Properties. We have five acres along Bridge Street. I am here to voice my opposition to the roundabout project. With this project we will have restricted access with right in right out, loss of signage, future non-conforming property and lose of parking spots. We also own the rental property to the east.

Ray Jones asked if he could wait until after the roundabout discussion for his comments. Mayor Kane said there would be no public input after the presentation. Jones stated I guess I will speak now. I am here about the hearing that was held some time ago about the roundabouts. The only one that was there was Matt Hylen, no council member was there. I know not all of you were on the council at that time. My part on roundabouts is I almost was killed on the one in Princeton. Do the busses have to stay one hundred apart?

Randy Diers, was here on behalf of Village Bank, I have a petition that we set out in the bank. We are concerned about the safety of our customers and staff. We would lose about 12 feet of our parking lot. There are 354 signatures on the petition according to Caroline O'Brien, she stated from the audience.

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

a. **Jan McAlister: Interim Use Permit:** Jan McAlister intends to operate a trucking and tree trimming business with one employee in a detached accessory building. The property is located at 6416 Ambassador Blvd., NW. The interim use permit shall be developed in accordance with the Applicant's submitted plans as conditioned by Resolution No. 2015-06 and this agreement. Planner Nate Sparks stated the two areas of concern was to have city engineers approve the driveway and the landscaping plan to the west provide screening. **MOTION BY ORPEN SECOND BROWN TO ADOPT RESOLUTION 2015-06 A RESOLUTION APPROVING AN INTERIM USE PERMIT FOR A HOME EXTENDED BUSINESS FOR JAN D. McALISTER AT 6416 AMBASSADOR BLVD. NW. Motion carried 5-0.**

b. **Anoka County Highway Department: Roundabout Discussion:** Doug Fisher Anoka County Engineer and Andrew Witter Assistant County Engineer gave a power point presentation on the County Road 24 (Bridge Street) improvement timeline. Fisher stated this is not just a roundabout project but also a corridor project. This corridor improvement project that has been on our radar for the last decade. Pedestrian and large amount of vehicle traffic occur with the school in this area. When we do major corridor reconstruction projects they are usually very expensive. The County has been very successful in getting federal funding to help fund these projects so the cities do not have as much of a burden. Anoka County sent a project application in for federal funds in 2007. It included a signal light and different alignment that included a package road to Kerry Street. Again, in 2009 a slight modification was sent in and it was not selected. We found out the projects with roundabouts scored better because it reduced the number of accidents, reduced the severe accidents, moved traffic smoothly and reduce emissions. I was a roundabout critic at first. Now that they have been in existence in Minnesota over 20 years and have been place in front of schools, I am now convinced a properly laid out roundabout is the best solution. Bridge Street has a smaller footprint with a roundabout then if we were using traffic lights. With traffic lights, we would have needed more right away because of the turn lanes. County roads have to be built to be able to move all types of traffic from trucks, busses to pedestrians. Even with signal lights, the driveway accesses would have been a right in right out. The package road would have been down behind Temperature Specialist whether it was a signaled intersection or a roundabout. Anoka County received 1.5 million dollars in federal funding for this project only. Andrew Witter, Assistant County Engineer gave a presentation of how we got to where we are today. The 2008 Comprehensive Plan showed a need to look at the river crossing that effected St. Francis, Oak Grove and Nowthen. In 2010, Anoka County partnered with St. Francis, Oak Grove and Nowthen to conduct a study a Northern Anoka County Rum River Crossing. One of the findings in that study was the traffic levels along County Road 24 (Bridge Street) thoroughfare. It was decided to go with improving the existing roads rather than building a new river crossing. It showed a need for a four lane divided highway going through but that would leave you with a large amount of property impacted. We had open houses for businesses and residents. In July

and August of 2011 this project was approved to move forward and was submitted for federal funding. The project application that was submitted was for two lanes with center median and roundabouts at Poppy Street/County Road 72 and County Road 9 with the relocation of Kerry Street. October 2013 this initial project was presented to the St. Francis City Council along with information being sent out to all property owners abutting the project. In November 2013, we held the first open house and met with the St. Francis Chamber of Commerce. A second open house was held in April of 2014. June and July 2014, we met with the city council and in August 2014, the Joint Powers Agreement was approved between the City and was fully executed with Anoka County in October. Some benefits to the city were a land swap, plus the city sewer and water project along Bridge Street while we are in the construction phase. The school also will have some improvements with this project. There are a lot of trails and walks with this project to get the pedestrians through the City safely. We are anticipating going out for bids this spring. Appraisals have been done on the properties affected. If we do not hear back from them we will start condemnation but that does not mean we will not continue to work with them. We have bought a twin home along Bridge with two single-family homes off Kerry Street.

Fisher just reiterated with some of the changes included trails. The trail is now included to the south side that was not initially designed. That was heard during our meetings. We are not done talking to the property owners. Met with Village Bank and addressed their parking lot issue. Met with property owner to the northwest corner, Larry Anderson about his drainage concern and we are working with him. Met with O'Briens and asked what can we do. We are open for discussion with all businesses along Bridge Street. Most of the issues you have heard are about corridor issues not so much roundabout issues. If we impact a sign we have to replace it. They don't.

Brown said one business did contact me that their business is a vibration sensitive business. Winter said we know of this business and their concern. We have met with them and a pre-site survey will be conducted with vibration monitoring before, during and after construction and we will have a post site survey. We will do everything we can to mitigate this issue. Fisher said this is a construction issue and not a roundabout issue. Brown said remember if they lose one customer they could lose them forever and that should be kept in mind.

7. **Ordinances & Resolution:**

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

a. **Engineer:**

b. **Attorney:** David Schaps stated he was sitting for Scott Lepak. In regards to the city administrator search, 27 applications were received. After we narrow down the number of applications they will be interviewed by the initial panel. This panel will consist of the mayor, a council member and the City of Andover's Administrator.

c. **Staff:**

Blg. Official:

Fire Dept.:

Public Works:

Liquor Store:

Police Dept:

City Administrator Report: Teicher gave an update on the ice rinks. The rinks opened late this year and then we had more warm weather but now with some colder weather coming we would like to extend the Home Run Club to stay open until February 15, 2015. Council approved the extension.

9. **Reports from Council Members:** Skordahl stated there are two new members on the Planning Commission and think it would be valuable to send them to some type of land use training. Staff will check into the availability of training. Skordahl also said "thank you" for sending me to the LMC training for Newly Elected Officials it was a valuable couple of days. Also to let the city council know I will not be able to attend the next city council meeting or planning commission meeting.

Orpen thanked the rest of the council for also allowing him to attend the Newly Elected Officials training. I would like to thank the council and staff for being professional.

10. **Report from Mayor:** I attended the Experience Officials training put on by the League of MN Cities and felt it was very worthwhile and would encourage other members to attend in the future.

I attended the Sugar Hill Regional Park open house that was put on by the Anoka County Parks Department. This is a trail that will not happen anytime soon except for the stretch along the Bridge Street corridor project. I would like inform the council they have included an alternate for the pedestrian crossing along Hwy 47 trail by Pederson Drive.

Attended the St. Francis Area Chamber Annual dinner last Friday and was very worthwhile event.

We met with Northland Securities last week regarding to the long range financial planning.

Kane asked if Brown could attend the planning commission meeting in Skordahl's absence.

The Mayor's snowmobile Trail Ride has been postponed until Saturday, February 21, 2015.

11. **Old Business:** McClish asked if staff has any update on the failing street pavement. Voge stated MnDOT said it is a mix design problem. Just recently, a second task force has been set up to look into the problem further. It has been affecting most of the metro area. We continue to monitor the task force comments.

McClish asked if we would continue to patch. Teicher said we would, we are actually filling potholes now.

12. **New Business:** Kane said he would like to put something out there. How about allowing high school junior and senior students be on some of our commissions. I think it would be a good idea to get students involved in our community. The council agreed to look into it.

Orpen said maybe Kane could contact the surrounding mayors to see if they would also be interested too.

13. **Adjournment:** The Regular City Council meeting adjourned at 6:55 pm.

Barbara I. Held, City Clerk

DRAFT



City of
St. Francis
23340 Cree Street NW, St. Francis, MN 55070
763-753-2630

**PARADE / BIKE-SNOWMOBILE RIDE / TRIATHLON PERMIT
5k RUN-WALK**

APPLICATION

Please complete the following form for: (Circle one) Parade-Bike/5k Run/Walk Showmobile Ride-Triathlon:

Name of Organization Trinity Lutheran Church + School

Contact Person Chelsie Grochow Date of Event May 2, 2015

Address 3812 229th Ave NW St Francis MN 55070
(Street) (City) (State & Zip)

Phone (763) 331-1711 Email address chelsie.grochow@gmail.com

Number of Estimated Participants 50-75 Starting/Ending Time of Event 10am-NOON

*****Provide a map of the route and description of the event:**

Walk-a-thon / 5K to raise money for Trinity Lutheran
School followed by Silent Auction event

(ORGANIZATION MUST PROVIDE CERTIFICATE OF INSURANCE WITH THE CITY OF ST. FRANCIS NAMED AS THE CERTIFICATE HOLDER)

Please contact the St. Francis Police Department at 763-753-1264 regarding number of officers needed for this event.

CITY OF ST. FRANCIS
23340 Cree Street NW
ST. FRANCIS, MN 55070
Fax 763-753-9881
city@stfrancismn.org

**COMMERCIAL LIABILITY
CERTIFICATE OF INSURANCE**

THIS CERTIFICATE IS USED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER.
THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES LISTED BELOW.

NAME AND ADDRESS OF AGENCY Helland Agency, Inc. 18202 Minnetonka Blvd. Deephaven, MN, 55391	
NAME AND ADDRESS OF FIRST NAMED INSURED Trinity Lutheran Church 3812 229th Avenue NW St. Francis, MN. 55070	This Certificate of Insurance neither affirmatively nor negatively amends, extends or alters the coverage or any provision of Policy No. <u>1208596</u> issued by <u>GuideOne Elite Ins. Co.</u>

This is to certify that policies of insurance listed below have been issued to the insured named above and are in force at this time.

TYPE OF INSURANCE	COMPANY AFFORDING COVERAGE AND POLICY NUMBER	POLICY EXPIRATION DATE	Limits of Liability	
			OCCURRENCE/AGGREGATE	OCCURRENCE/AGGREGATE
<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY (OCCURRENCE FORM) <input type="checkbox"/> _____ <input type="checkbox"/> _____	<input type="checkbox"/> GuideOne Mutual <input checked="" type="checkbox"/> GuideOne Elite <input type="checkbox"/> GuideOne Specialty Mutual <input type="checkbox"/> GuideOne America <input type="checkbox"/> GuideOne Lloyds Policy # _____	2/12/16	<input type="checkbox"/> \$ 300,000/\$ 600,000 <input type="checkbox"/> 500,000/ 1,000,000 <input type="checkbox"/> 1,000,000/ 2,000,000 <input type="checkbox"/> _____/_____	<input type="checkbox"/> \$ 300,000/\$1,000,000 <input type="checkbox"/> 500,000/ 1,500,000 <input checked="" type="checkbox"/> 1,000,000/ 3,000,000
AUTOMOBILE LIABILITY SYMBOL <input type="checkbox"/> ANY AUTO 1 <input type="checkbox"/> ALL OWNED AUTOS 2 <input checked="" type="checkbox"/> SCHEDULED AUTOS 7 <input checked="" type="checkbox"/> HIRED AUTOS 8 <input checked="" type="checkbox"/> NON-OWNED AUTOS 9	<input checked="" type="checkbox"/> GuideOne Mutual <input type="checkbox"/> GuideOne Specialty Mutual Policy # <u>1709196</u>	8/04/15	BODILY INJURY AND PROPERTY DAMAGE COMBINED	\$1,000,000
EXCESS LIABILITY <input checked="" type="checkbox"/> UMBRELLA FORM	<input checked="" type="checkbox"/> GuideOne Mutual <input type="checkbox"/> GuideOne Elite <input type="checkbox"/> GuideOne Specialty Mutual <input type="checkbox"/> GuideOne America <input type="checkbox"/> GuideOne Lloyds Policy # _____	2/12/16	OCCURRENCE/AGGREGATE	\$1,000,000 \$1,000,000
WORKERS' COMPENSATION and EMPLOYERS' LIABILITY	<input checked="" type="checkbox"/> GuideOne Mutual <input type="checkbox"/> GuideOne Elite <input type="checkbox"/> GuideOne Specialty Mutual <input type="checkbox"/> GuideOne America <input type="checkbox"/> GuideOne Lloyds Policy # <u>1181952</u>	6/01/16	STATUTORY EACH ACCIDENT DISEASE — POLICY LIMITS DISEASE — EACH EMPLOYEE	Included \$100,000 \$500,000 \$100,000
Property Ins OTHER	GuideOne Elite	2/12/16	Per Schedule	e

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES
 Church/School And Related Activities, Including Activities On City Property.

CANCELLATION: Should any of the above described policies be cancelled before the expiration date thereof, the issuing company will endeavor to mail 30 days* (unless otherwise indicated below) written notice to the below-named certificate holder, but failure to mail such notice shall impose no obligation or liability of any kind upon the company.
 *Optional number of days written notice applicable in lieu of above only if indicated: N/A

NAME AND ADDRESS OF CERTIFICATE HOLDER:
 City of St. Francis
 St. Francis, MN. 55070

DATE ISSUED: 1/27/15

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance containing any materially false information, or conceals for the purpose of misleading, information concerning any material fact thereto, commits a fraudulent insurance act which is a crime. (This statement is required by the laws of New York and Ohio when this application is used in those states. The laws of other states may be different.)


 Greg Helland
 AUTHORIZED REPRESENTATIVE

(FIRM AND ADDRESS)
 THIS CERTIFICATE IS FOR INFORMATION ONLY; IT IS NOT A CONTRACT OF INSURANCE BUT ATTESTS THAT A POLICY AS NUMBERED HEREIN, AND AS IT STANDS AT THE DATE OF THIS CERTIFICATE, HAS BEEN ISSUED BY THE INSURER.



PAYMENT BATCH AP 02-17-15

ACE SOLID WASTE, INC.

02/01/2015	541834	E 101-42110-384	Refuse/Garbage Disposal	GARBAGE	68.82
02/01/2015	541834	E 101-42210-384	Refuse/Garbage Disposal	GARBAGE	35.15
02/01/2015	541834	E 101-43100-384	Refuse/Garbage Disposal	GARBAGE	45.54
02/01/2015	541834	E 101-43100-384	Refuse/Garbage Disposal	GARBAGE	17.21
02/01/2015	541834	E 101-43210-384	Refuse/Garbage Disposal	GARBAGE	42.91
02/01/2015	541834	E 101-45200-384	Refuse/Garbage Disposal	GARBAGE	17.20
02/01/2015	541834	E 101-45200-384	Refuse/Garbage Disposal	GARBAGE	45.54
02/01/2015	541834	E 601-49440-384	Refuse/Garbage Disposal	GARBAGE	17.20
02/01/2015	541834	E 601-49440-384	Refuse/Garbage Disposal	GARBAGE	65.07
02/01/2015	541834	E 602-49490-384	Refuse/Garbage Disposal	GARBAGE	65.07
02/01/2015	541834	E 602-49490-384	Refuse/Garbage Disposal	GARBAGE	17.20
02/01/2015	541834	E 609-49750-384	Refuse/Garbage Disposal	GARBAGE	139.75
					\$576.66

ADVANCED PUBLIC SAFETY, INC.

01/29/2015	SIN001181	E 101-42110-237	Small Equipment	PRINTER	412.23
					\$412.23

AIRGAS NORTH CENTRAL

01/31/2015	9924964897	E 101-43100-217	Other Operating Supplies	RENT	5.19
01/31/2015	9924964897	E 101-43210-217	Other Operating Supplies	RENT	5.19
01/31/2015	9924964897	E 101-45200-217	Other Operating Supplies	RENT	5.19
01/31/2015	9924964897	E 601-49440-217	Other Operating Supplies	RENT	5.19
01/31/2015	9924964897	E 602-49490-217	Other Operating Supplies	RENT	5.19
					\$25.95

ANOKA COUNTY CENTRAL COMM.

01/22/2015	2015-218	E 101-42110-321	Telephone	DECEMBER 2014	210.06
					\$210.06

ANOKA COUNTY TREASURY DEPT.

02/03/2015	B150206W	E 101-42110-321	Telephone	MARCH 2015 BROADBAND	37.50
02/03/2015	B150206W	E 101-42210-321	Telephone	MARCH 2015 BROADBAND	37.50
02/03/2015	B150206W	E 101-43100-321	Telephone	MARCH 2015 BROADBAND	37.50
02/03/2015	B150206W	E 101-45200-321	Telephone	MARCH 2015 BROADBAND	37.50
02/03/2015	B150206W	E 601-49440-321	Telephone	MARCH 2015 BROADBAND	37.50
02/03/2015	B150206W	E 602-49490-321	Telephone	MARCH 2015 BROADBAND	37.50
					\$225.00

BAUER BUILT INC.

01/08/2015	940027848	E 101-42110-221	Vehicle Repair & Maintenance	TIRES	487.16
01/22/2015	940028035	E 101-42110-221	Vehicle Repair & Maintenance	TIRES	243.58
					\$730.74

BELLBOY CORPORATION

02/05/2015	46862600	E 609-49751-251	Liquor For Resale	LIQUOR	939.00
					\$939.00

BERNICK COMPANIES, THE

02/09/2015	195482	E 609-49751-254	Miscellaneous Merchandise	MISCELLANEOUS	20.00
02/09/2015	195483	E 609-49751-252	Beer For Resale	BEER	151.95
02/09/2015	195483	E 609-49751-255	N/A Products	N/A	20.50
					\$192.45

BGS (BARNA GUZY)

01/31/2015	141293	E 101-41600-312	Criminal Legal Fees	PROSECUTION/MISC	4,950.00
01/31/2015	141457	E 101-41600-304	Civil Legal Fees	MUNICIPAL	1,800.00
01/31/2015	141458	E 101-41600-304	Civil Legal Fees	GENERAL LABOR	312.64
01/31/2015	141459	E 101-41600-304	Civil Legal Fees	POLICE NEGOTIATIONS	416.14
01/31/2015	141460	E 101-41600-304	Civil Legal Fees	INVESTIGATION	10,715.14
01/31/2015	141461	E 101-41600-304	Civil Legal Fees	FRANCHISES	1,782.00
01/31/2015	141462	E 101-41600-304	Civil Legal Fees	P W NEGOTIATIONS	81.00
					\$20,056.92

COCA COLA REFRESHMENTS

01/21/915	168093319.0115	E 609-49751-254	Miscellaneous Merchandise	MISCELLANEOUS	397.92
					\$397.92

COUNTY MARKET - CITY ACCOUNT

02/02/2015	224.0115	E 101-42210-212	Motor Fuels	FUEL	213.62
					\$213.62

COURIER, THE

02/04/2015	69529	E 101-43210-439	Recycling Days	RECYCLING AD	89.00
					\$89.00

CRYSTAL SPRINGS ICE

02/03/2015	115990	E 609-49751-254	Miscellaneous Merchandise	MISCELLANEOUS	72.08
					\$72.08

DAHLHEIMER DIST. CO. INC.

01/28/2015	103897	E 609-49751-252	Beer For Resale	BEER	6,509.05
01/28/2015	103897	E 609-49751-254	Miscellaneous Merchandise	MISCELLANEOUS	42.00
01/29/2015	104195	E 609-49751-252	Beer For Resale	BEER	(45.60)
02/04/2015	1141584	E 609-49751-252	Beer For Resale	BEER	2,230.03
02/04/2015	1141584	E 609-49751-254	Miscellaneous Merchandise	MISCELLANEOUS	84.00
02/04/2015	1141584	E 609-49751-255	N/A Products	N/A	16.30
					\$8,835.78

DAY DISTRIBUTING CO.

01/30/2015	788582	E 609-49751-252	Beer For Resale	BEER	761.30
					\$761.30

DE LAGE LANDEN

02/07/2015	44455298	E 101-42110-200	Office Supplies	POLICE COPIER LEASE	237.00
					\$237.00

ECM PUBLISHERS, INC.

01/25/2015	181971	E 101-41400-352	General Notices and Pub Info	ADMINISTRATOR AD	120.00
01/25/2015	181972	E 101-43100-352	General Notices and Pub Info	STREETS/PARKS WORKER	72.00
01/25/2015	181972	E 101-45200-352	General Notices and Pub Info	STREETS/PARKS WORKER	72.00
02/06/2015	185751	G 803-22122	Green Valley Development Esc	GREEN VALLEY HEARING	48.38
					\$312.38

ELITE SANITATION

01/30/2015	22314	E 101-45200-402	Janitorial Service	TOILET RENTAL	293.00
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					\$293.00
F.I.R.E.					
02/04/2015	993	E 101-42210-208	Training and Instruction	BLOOD BORNE PATHOGENS	600.00
					\$600.00
G&K SERVICES, INC					
02/10/2015	1043116771	E 601-49440-402	Janitorial Service	RUGS	27.84
02/10/2015	1043116772	E 101-41940-219	Rug Maintenance	RUGS	16.96
					\$44.80
GOPHER STATE ONE-CALL					
01/31/2015	131815	E 601-49440-442	Gopher State	JANUARY 2015	8.70
01/31/2015	131815	E 602-49490-442	Gopher State	JANUARY 2015	8.70
					\$17.40
GRANITE CITY JOBBING CO.					
01/29/2015	844410	E 609-49750-210	Operating Supplies	OPERATING	28.11
01/29/2015	844410	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.25
01/29/2015	844410	E 609-49751-256	Tobacco Products For Resale	TOBACCO	587.46
02/03/2015	845187	E 609-49750-210	Operating Supplies	OPERATING	86.19
02/03/2015	845187	E 609-49751-206	Freight and Fuel Charges	FREIGHT	7.41
02/03/2015	845187	E 609-49751-256	Tobacco Products For Resale	TOBACCO	558.93
					\$1,272.35
GRATITUDE FARMS					
02/10/2015	021015	E 101-42700-311	Contract	JANUARY 2015	350.00
					\$350.00
HEWLETT-PACKARD COMPANY					
01/23/2015	55417155	E 101-42110-237	Small Equipment	MONITOR	380.00
					\$380.00
ISD #15					
01/30/2015	1863	E 101-45200-218	Equipment Repair & Maintenance	2007 BELLOWS	152.52
01/30/2015	1864	E 101-45200-221	Vehicle Repair & Maintenance	2002 CHEVROLET SILVERADO	72.84
02/02/2015	1873	E 601-49440-221	Vehicle Repair & Maintenance	2012 FORD	21.88
02/02/2015	1873	E 602-49490-221	Vehicle Repair & Maintenance	2012 FORD	21.88
02/04/2015	1876	E 101-42110-221	Vehicle Repair & Maintenance	2013 CHARGER	76.41
					\$345.53
JJ TAYLOR DISTRIBUTING					
01/28/2015	2303156	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
01/28/2015	2303156	E 609-49751-252	Beer For Resale	BEER	502.50
					\$505.50
JOHNSON BROS WHLSE LIQUOR					
01/23/2015	512345	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(4.56)
01/23/2015	512345	E 609-49751-251	Liquor For Resale	LIQUOR	(248.28)
01/28/2015	5081796	E 609-49751-206	Freight and Fuel Charges	FREIGHT	6.08
01/28/2015	5081796	E 609-49751-251	Liquor For Resale	LIQUOR	297.00
01/28/2015	5081797	E 609-49751-206	Freight and Fuel Charges	FREIGHT	1.52
01/28/2015	5081797	E 609-49751-253	Wine For Resale	WINE	66.10
02/04/2015	5086862	E 609-49751-206	Freight and Fuel Charges	FREIGHT	9.38
02/04/2015	5086862	E 609-49751-251	Liquor For Resale	LIQUOR	696.10
02/04/2015	5086863	E 609-49751-206	Freight and Fuel Charges	FREIGHT	9.12
02/04/2015	5086863	E 609-49751-253	Wine For Resale	WINE	268.50
					\$1,100.96

MCDONALD DIST CO.

01/29/2015	152193	E 609-49751-252	Beer For Resale	BEER	4,655.82
02/05/2015	153579	E 609-49751-252	Beer For Resale	BEER	3,885.25
					<u>\$8,541.07</u>

MEDTOX LABORATORIES, INC.

01/31/2015	1201595907	E 101-43100-441	Miscellaneous	TESTING	6.25
01/31/2015	1201595907	E 101-45200-441	Miscellaneous	TESTING	6.25
01/31/2015	1201595907	E 601-49440-441	Miscellaneous	TESTING	6.25
01/31/2015	1201595907	E 602-49490-441	Miscellaneous	TESTING	6.25
					<u>\$25.00</u>

NETWORK BUSINESS SUPPLIES, INC

01/29/2015	97708	E 609-49750-210	Operating Supplies	OPERATING SUPPLIES	76.40
01/29/2015	97708	G 101-20810	Sales Tax Payable	OPERATING SUPPLIES	(4.91)
					<u>\$71.49</u>

NORTHWEST ASSOC. CONSULTANTS

02/03/2015	21659	E 101-41910-311	Contract	CITY PROJECTS	6,613.71
02/03/2015	21660	E 101-41910-311	Contract	2015 TECH ASSISTANCE	200.00
02/03/2015	21661	G 803-22125	McAlister-Interium Use	2015 TECH ASSISTANCE	409.20
					<u>\$7,222.91</u>

OPUS 21

02/06/2015	150147	E 601-49440-382	Utility Billing	JANUARY 2015	1,448.09
02/06/2015	150147	E 602-49490-382	Utility Billing	JANUARY 2015	1,448.08
					<u>\$2,896.17</u>

PACE ANALYTICAL SERVICES

01/27/2015	151246657	E 602-49490-313	Sample Testing	TESTING	103.00
					<u>\$103.00</u>

PAUSTIS & SONS

02/02/2015	8485209	E 609-49751-206	Freight and Fuel Charges	FREIGHT	10.00
02/02/2015	8485209	E 609-49751-253	Wine For Resale	WINE	740.00
					<u>\$750.00</u>

PHILLIPS WINE & SPIRITS CO.

01/28/2015	2735236	E 609-49751-206	Freight and Fuel Charges	FREIGHT	45.60
01/28/2015	2735236	E 609-49751-251	Liquor For Resale	LIQUOR	2,110.01
01/28/2015	2735237	E 609-49751-206	Freight and Fuel Charges	FREIGHT	7.60
01/28/2015	2735238	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.04
01/28/2015	2735238	E 609-49751-254	Miscellaneous Merchandise	MISCELLANEOUS	83.90
02/04/2015	2738491	E 609-49751-206	Freight and Fuel Charges	FREIGHT	44.08
02/04/2015	2738491	E 609-49751-251	Liquor For Resale	LIQUOR	2,189.84
					<u>\$4,484.07</u>

PRINTING UNLIMITED

02/06/2015	7358	E 101-42110-200	Office Supplies	EVIDENCE CONTROL LOGS	62.65
					<u>\$62.65</u>

SOUTHERN WINE & SPIRITS OF MN

01/29/2015	1249790	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.76
01/29/2015	1249790	E 609-49751-251	Liquor For Resale	LIQUOR	197.15
01/29/2015	1249791	E 609-49751-206	Freight and Fuel Charges	FREIGHT	30.00
01/29/2015	1249791	E 609-49751-253	Wine For Resale	WINE	1,584.00
02/05/2015	1252054	E 609-49751-206	Freight and Fuel Charges	FREIGHT	27.35
02/05/2015	1252054	E 609-49751-251	Liquor For Resale	LIQUOR	4,135.04

					<u>\$5,977.30</u>
STOPTECH, LTD.					
01/27/2015	T005105	E 101-42110-550	C-O-L Motor Vehicles	9' STOP STICK RACK KIT-BLACK	451.00
					<u>\$451.00</u>
THORPE DISTRIBUTING COMPANY					
01/30/2015	873852	E 609-49751-252	Beer For Resale	BEER	431.40
					<u>\$431.40</u>
TOTAL REGISTER SYSTEMS, INC					
01/05/2015	1044169	E 609-49750-240	Office Equip	NEW POS	10,675.56
					<u>\$10,675.56</u>
US BANK					
01/23/2015	3886923	E 330-47000-620	Fiscal Agent s Fees	PUBLIC PROJECT LEASE REVENUE	1,600.00
					<u>\$1,600.00</u>
US DEPT OF EDUCATION					
		G 101-21716	Other Deductions	WAGE LEVY 02-12-15	288.69
					<u>\$288.69</u>
WIRTZ BEVERAGE MN					
01/12/2015	2080073460	E 609-49751-251	Liquor For Resale	LIQUOR	(55.01)
01/29/2015	1080282209	E 609-49751-206	Freight and Fuel Charges	FREIGHT	62.70
01/29/2015	1080282209	E 609-49751-251	Liquor For Resale	LIQUOR	5,517.57
01/29/2015	1080282209	E 609-49751-253	Wine For Resale	WINE	378.31
02/05/2015	1080284955	E 609-49751-206	Freight and Fuel Charges	FREIGHT	8.21
02/05/2015	1080284955	E 609-49751-251	Liquor For Resale	LIQUOR	459.58
02/05/2015	1080284955	E 609-49751-253	Wine For Resale	WINE	120.00
					<u>\$6,491.36</u>
ZEP VEHICLE CARE, INC					
01/29/2015	9001445121	E 101-42110-213	Vehicle Oper Supplies	SUPPLIES FOR TRUCK	153.15
01/29/2015	9001445121	E 101-43100-213	Vehicle Oper Supplies	SUPPLIES FOR TRUCK	153.15
01/29/2015	9001445121	E 101-45200-213	Vehicle Oper Supplies	SUPPLIES FOR TRUCK	153.15
01/29/2015	9001445121	E 601-49440-221	Vehicle Repair & Maintenance	SUPPLIES FOR TRUCK	153.15
01/29/2015	9001445121	E 602-49490-221	Vehicle Repair & Maintenance	SUPPLIES FOR TRUCK	153.16
					<u>\$765.76</u>
					<u>\$90,035.06</u>

FUND SUMMARY

101 GENERAL FUND	\$32,676.33
330 EDA LEASE REVENUE BONDS	\$1,600.00
601 WATER FUND	\$1,790.87
602 SEWER FUND	\$1,866.03
609 MUNICIPAL LIQUOR FUND	\$51,644.25
803 ESCROW	\$457.58
Total	<u>90,035.06</u>

CITY OF ST. FRANCIS
2/17/2015

Checks cut since last Council Meeting

<u>Check Date</u>	<u>Check Number</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
TOTAL				<u>0.00</u>

Disbursements via Debits to 4M Account

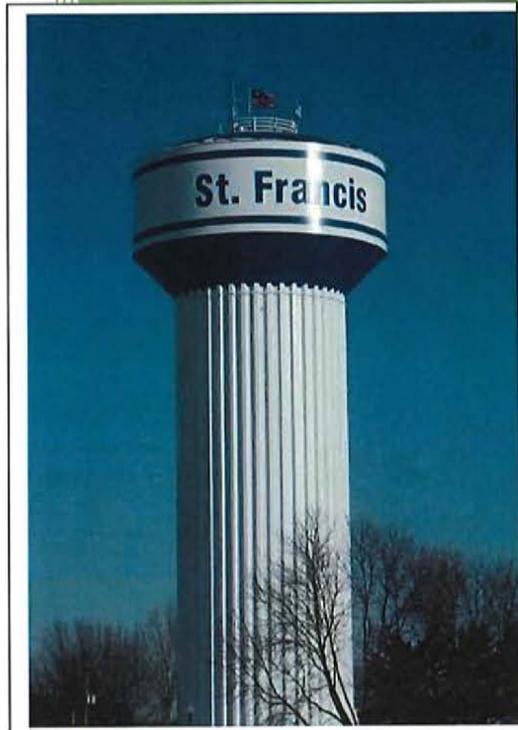
<u>Payee</u>	<u>Description</u>	<u>Amount</u>
TOTAL		<u>0.00</u>

Disbursements via Debits to Checking Account

<u>Payee</u>	<u>Description</u>	<u>Amount</u>
Federal Tax	Payroll	17,936.30
PERA	Payroll	14,284.41
ING	Payroll	1,050.00
ICMA	Payroll	720.00
State Tax	Payroll	3,656.45
MSRS	Payroll	744.88
Visa	CC Bill	12,912.53
Federal Tax	Payroll	16,670.34
PERA	Payroll	13,951.29
ING	Payroll	1,080.00
ICMA	Payroll	605.77
State Tax	Payroll	3,331.18
MSRS	Payroll	669.91
MSRS	Payroll	10,156.08
Federal Tax	Payroll	1,033.72
PERA	Payroll	3,908.85
State Tax	Payroll	285.19
MSRS	Payroll	228.99
Federal Tax	Payroll	48,523.15
State Tax	Payroll	7,886.17
MSRS	Payroll	13,421.43
Sales Tax	Sales Tax	19,318.00
Federal Tax	Payroll	2,913.19
PERA	Payroll	360.18
State Tax	Payroll	395.91
Federal Tax	Payroll	14,812.16
PERA	Payroll	14,242.45
ING	Payroll	1,080.00
ICMA	Payroll	340.00
State Tax	Payroll	3,014.46
MSRS	Payroll	699.61
Village Bank	Fees	99.35
PSN	Fees	273.70
TOTAL		<u>230,605.65</u>

2015

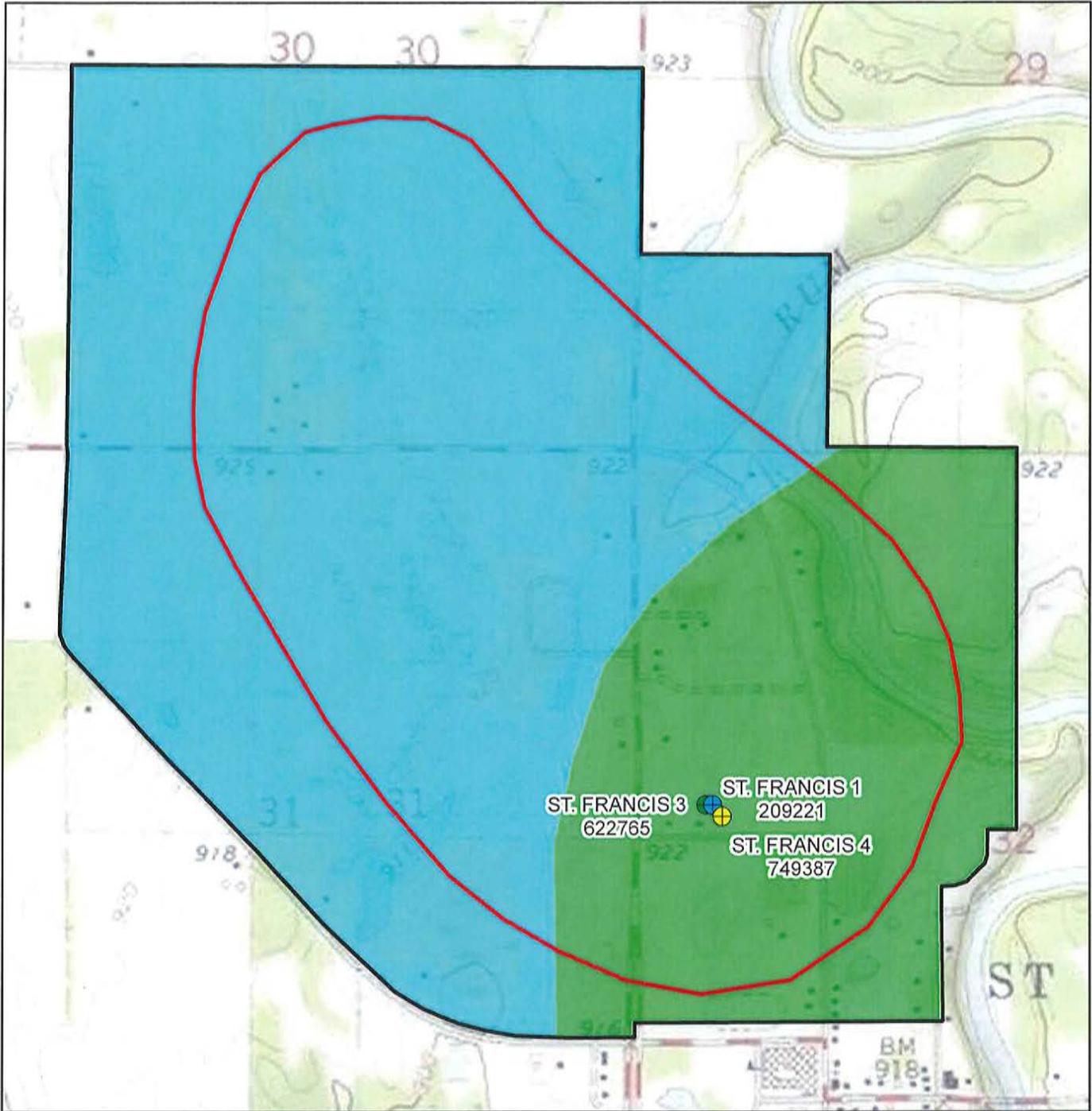
City of St. Francis, MN WELLHEAD PROTECTION PLAN



**WHP Plan Amendment
Completed By:**

**Paul Teicher, Public Works Director
Parish Barten, Water Operator
David Hume, Leggette, Brashears &
Graham, Inc.**

**Paul Saffert, Bolton & Menk
*With technical assistance provided by:
Robyn Hoerr, MN Rural Water Assoc.***

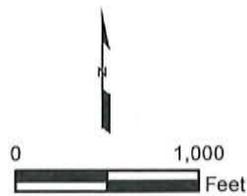


G:\GIS\St_Francis_WHP\maps\g3stfranciswhp01N.mxd, 3/24/2014, 2:57:05 PM, NAD 1983 UTM Zone 15N

- City Well
- Combined Wellhead Protection Area
- Drinking Water Supply Management Area

DWSMA Vulnerability

- Very High
- High
- Moderate
- Low
- Very Low



Source: ESRI Online Imagery; Copyright 2010 National Geographic Society, MN CWI.



Prepared By:
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 Professional Groundwater and
 Environmental Engineering Services
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CITY OF ST. FRANCIS
 ST. FRANCIS, MINNESOTA

**DRINKING WATER SUPPLY MANAGEMENT AREA
 VULNERABILITY ASSESSMENT**

FILE: g3stfranciswhp01N.MXD	DATE: 3/24/2014	FIGURE: 16
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PLAN SUMMARY:

Wellhead Protection (WHP) Plan Background

The wellhead protection (WHP) plan amendment for the City of St. Francis was prepared by the city and in cooperation with the Minnesota Department of Health (MDH) and the Minnesota Rural Water Association. It contains specific actions that the city will take to fulfill WHP requirements that are specified under Minnesota Rules, part 4720.5100 to 4720.5590. Also, the support that Minnesota state agencies, federal agencies, Anoka County, and others will provide is presented to identify their roles in protecting the city's drinking water supply. The amended plan is effective for 10 years after the approval date specified by MDH, and the city is responsible for implementing its WHP plan of action, as described in Table 8 of this report.

Identified Issues Pertaining to St. Francis WHP Planning:

- 1) There exists the potential for unused and unsealed wells to exist on residential properties.
- 2) There is a potential for land use to change from agricultural use to residential use.
- 3) There is not adequate information available related to the hydro-geology of the St. Francis area.
- 4) There is the potential for high capacity wells to be constructed within or near the DWSMA.
- 5) City regulatory authorities provided by the current utility ordinance are uncertain.
- 6) Anoka County Environmental Services provides support for WHP activities through the Anoka County Municipal Wellhead Protection Group, and the Anoka County Water Resources Report.

WHP Plan Goals:

- *The City of St. Francis will work to maintain the current level of water quality that meets or exceeds all state and federal standards.*
- *The City of St. Francis will provide and promote activities that protect the aquifer from which the City's drinking water supply is drawn and increase public awareness of the Wellhead Protection Program and groundwater issues.*
- *The City of St. Francis will provide the ongoing collection of data to support Wellhead Protection.*

Table 7 - WHP Plan of Action

DATA COLLECTION:

Description	Objective	Priority	Responsible Party & Cooperators (if not the City)	Cost	Implementation Time Frame									
					2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
WHP Measure (1): Work with MDH Hydrologist to conduct groundwater monitoring to assess aquifer water quality (or quantity) over time and the degree of interconnection between ground and surface water. Work with MDH to develop a monitoring plan that identifies steps and resources to complete work.	2, 4		MDH SWP Unit Hydrologist	To Be Determined		•	•	•	•	•	•	•	•	•
WHP Measure (2): The city will consider the installment of a transducers and SCADA to the wells serving the school, and install security and cameras at these sites. Implementation will depend on the availability of grant funds to assist with cost.	2			Transducer (\$1500) Camera (\$3000)		•	•							
WHP Measure (3): If the opportunity presents, the city will conduct pumping tests on the City Wells or other existing high-capacity wells to gather information to support future delineations. City staff will contact the MDH SWP Unity hydrologist for assistance	2		MDH SWP Unit Hydrologist	Staff Time				•						
WHP Measure (4): The city will acquire the services of a meter testing specialist to survey the top 25 water users of the city's water supply in order to insure proper calibration of all water use meters. Users will be surveyed at a rate of 5 per year for each of 5 years, as staff time and grant funds are available.	2, 3			\$1500	•	•	•	•	•	•	•	•	•	•
WHP Measure (5): Work with the MDH SWP Unit Hydrologist to identify existing or install new observation wells at strategic locations in areas of the DWSMA 1) to better characterize the vertical hydraulic connection between the unconsolidated material and Mt. Simon aquifer, especially northwest of the City's well field; and 2) to better locate and map the buried valley walls, particularly to the east and north of the City wells.	2		MDH SWP Unit Hydrologist	To Be Determined	•	•								

Table 7 - WHP Plan of Action - Continued

IWMZ MANAGEMENT:

Description	Objective	Priority	Responsible Party & Cooperators (if not the City)	Cost	Implementation Time Frame										
					2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	
WHP Measure (6): Review and update the IWMZ survey form for all wells in the system every 3 years. Contact a MRWA or MDH planner for assistance.	2, 3		MRWA or MDH Planner	Staff Time				•			•				•
WHP Measure (7): Monitor setbacks for all new potential sources of contamination within the IWMZ. Create a documentation form to record observations of changes within the IWMZ on an annual basis.	2, 3	X		Staff Time	•	•	•	•	•	•	•	•	•	•	•
WHP Measure (8): Implement WHP measures identified on the IWMZ Inventory forms, or recommendations and findings identified in the MDH Sanitary Survey (Element 1, Water Source).	3	X		TBD	A	S		N	E	E	D	E	D		
WHP Measure (9): Evaluate the use of SWP Grant funds to assist in addressing any well code deficiencies or corrective actions needed identified in the IWMZ or MDH Sanitary Survey (Element 1, Water Source). Contact a MRWA or MDH planner for assistance, if necessary.	5		MRWA or MDH Planner	Staff Time	A	S		N	E	E	D	E	D		

Table 7 - WHP Plan of Action - Continued

LAND USE MANAGEMENT:

Description	Objective	Priority	Responsible Party & Cooperators	Cost	Implementation Time Frame										
					2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	
WHP Measure (10): Participate in Anoka County Groundwater Task Force meetings to represent WHP issues and activities.	4			Staff Time	•	•	•	•	•	•	•	•	•	•	•
WHP Measure (11): Request the inclusion of the St. Francis DWSMA Map and identified local WHP issues and activities as high priorities when the Anoka County Water Resources Report is updated by 2019 by the Upper Rum River WMO.	4	X		Staff Time				•							
WHP Measure (12): The public utility staff will work with local planning staff to address potential risks to the water supply wells & aquifer by conducting backflow protection inspections and monitoring the construction of new wells within the DWSMA.	3, 4			Staff Time	•	•	•	•	•	•	•	•	•	•	•
WHP Measure (13): Review existing water supply hook-up ordinance to determine when a property should be connected to the water supply distribution system and whether the city has adequate authority to achieve wellhead protection planning goals and objectives.	3	X		Staff Time/ \$1000 legal review	•										
WHP Measure (14): If deemed necessary, work with local planning staff and/or other partners to adopt an ordinance that requires new developments may be connected to the public water supply system and what limitations are placed on the construction of private or commercial wells within the DWSMA.	3	X		Staff Time/ \$5000 legal review		•									

Table 7 - WHP Plan of Action - Continued

POTENTIAL CONTAMINANT SOURCE MANAGEMENT:

Description	Objective	Priority	Responsible Party & Cooperators (if not the City)	Cost	Implementation Time Frame									
					2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
WHP Measure (15): Notify the MDH SWP Unit about new or high-capacity wells that are proposed for construction within one mile of the DWSMA boundaries.	2, 4	X		Staff Time	A	S		N	E	E	D	E	D	
WHP Measure (16): Notify MDH SWP Unit or MRWA planner in the event that a Class V well is identified within the DWSMA. Request the MRWA or MDH planner provide informational materials related to Class V management and EPA permitting to be provided by the City of St. Francis to the Class V well property owner.	2, 4		MDH or MRWA Planner	Staff Time	A	S		N	E	E	D	E	D	
WHP Measure (17): Prioritize unused wells for sealing based on their construction, condition, distance, depth and threat to the aquifer and public water supply wells in the event that the need arises. Pursue State and local grant funds to seal priority wells.	2	X		Staff Time	A	S		N	E	E	D	E	D	
WHP Measure (18): Update the well inventory (spreadsheet and map) every 2 years. Utility staff will review the status of existing wells and add new wells to the inventory that have been identified in the DWSMA in addition to reviewing building applications with the building official when a well is to be constructed on a property.	2			Staff Time			•		•		•		•	

Table 7 - WHP Plan of Action - Continued

PUBLIC EDUCATION AND OUTREACH:

Description	Objective	Priority	Responsible Party & Cooperators (if not the City)	Cost	Implementation Time Frame															
					2015	2016	2017	2018	2019	2020	2021	2022	2023	2024						
WHP Measure (19): Provide a map of the DWSMA to the local Fire Dept., Street Dept., County and / or State Highway Dept. as applicable pointing out the specific location of city wells near roads. Request their awareness and prompt response to accidents, spills and clean-up efforts near the PWS wells.	1, 4	X		Staff Time	•															
WHP Measure (20): Provide to well owners within the DWSMA information on the importance of proper management and sealing of wells. Well maintenance and sealing information can be found on the MDH SWP website, and the MRWA Source Water website page. Provide a path to the information on the city’s website.	1			Staff Time	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
WHP Measure (21): Distribute the MN Rural Water Association’s “Where Does My Drinking Water Come From?” brochure to well owners in the DWSMA. Continue to provide copies available to the public at city hall.	1			Staff Time	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
WHP Measure (22): Establish a policy and a line item in the city water utility budget to subsidize the sealing of private wells at the time a resident is hooked up to the municipal water supply.	1	X		Staff Time	•															
WHP Measure (23): If a Class V Well is identified within the DWSMA, work with MDH or MRWA Planner to provide the property owner with management or and permitting options.	1, 4		MDH or MRWA Planner	Staff Time	A	S		N	E	E	D	E	D							

Description	Objective	Priority	Responsible Party & Cooperators (if not the City)	Cost	Implementation Time Frame									
					2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
WHP Measure (24): Continue to support and be involved with the Anoka County Municipal WHP group and to support the “Know the Flow” website. The City’s website is currently linked to this site.	1, 4	X		Staff Time	•	•	•	•	•	•	•	•	•	•
WHP Measure (25): Make available the MDH publication “Well Owner’s Handbook” on the city’s website and at city hall.	1	X		Staff Time	•	•	•	•	•	•	•	•	•	•
WHP Measure (26): Annually provide the MRWA Water Week educational materials to the local 4th Grade School Teacher and solicit their participation.	1	X		Staff Time	•	•	•	•	•	•	•	•	•	•
WHP Measure (27): Provide tours of the city water treatment plant when requested and educate students about their source of drinking water, what WHP is and steps the city is taking to protect the local water supply.	1	X		Staff Time	A	S		N	E	E	D	E	D	
WHP Measure (28): : In the event a new high capacity well is identified, or high capacity well is proposed for construction within 1 mile of the DWSMA, contact MDH Hydrologist to ensure that the effect that proposed pumping may have on the boundaries of the delineated WHPA or DWSMA is evaluated before well construction.	1, 4	X	MDH SWP Unit Hydrologist	Staff Time	A	S		N	E	E	D	E	D	
WHP Measure (29): Purchase a GW model for the local school district science class so teachers can demonstrate the GW Model showing general geology and aquifer characteristics found in your area to students or civic groups.	1			Staff Time \$1500		•								
WHP Measure (30): When funds are available, provide scholarships intended to be given to local teachers to cover costs related to attendance at the Water Works! Drinking Water Institute.	1			Up to \$250/ person	A	T		R	E	Q	U	E	S	T

Table 7 - WHP Plan of Action - Continued

REPORTING AND EVALUATION:

Description	Objective	Priority	Responsible Party & Cooperators (if not the City)	Cost	Implementation Time Frame									
					2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
WHP Measure (31): Maintain a “WHP folder” that contains documentation of WHP activities you have completed and a date that it was done.	5	X		Staff Time	•	•	•	•	•	•	•	•	•	•
WHP Measure (32): Prepare an assessment of WHP plan implementation efforts a minimum of every 2.5 years. Contact MRWA or MDH planner for assistance with completion of this action.	5		MRWA or MDH Planner	Staff Time			•			•				
WHP Measure (33): Summarize all WHP plan implementation efforts in a report to MDH in the 8th year. Contact MRWA or MDH planner for assistance with completion of this action.	5	X	MRWA of MDH Planner	Staff Time									•	

Table 7 - WHP Plan of Action - Continued

WATER USE AND CONTINGENCY STRATEGY:

Description	Objective	Priority	Responsible Party & Cooperators (if not the City)	Cost	Implementation Time Frame															
					2015	2016	2017	2018	2019	2020	2021	2022	2023	2024						
<p>WHP Measure (34): Increase security around the well site, storage tower and future well site (water treatment plant) by installing cameras and additional security door sensors, glass breaks, etc.....</p>	3	X		\$5500		•														
<p>WHP Measure (35): Complete a Water Supply Emergency / Contingency Strategy Plan portion of the city's WHP plan to ensure that it reflects current personnel information and any changes in the water supply system. Update, the contact information annually to reflect changes in staff and city elected officials.</p>	2, 3	X		Staff Time	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•

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

Resolution 2015-07

**WELLHEAD PROTECTION POLICY
AND
APPROVAL OF PLAN (PART 2)**

PREAMBLE:

Statement of Purpose

The purpose of this resolution is to approve the Wellhead Protection Plan for the City's wells which has been presented to the City of St. Francis.

Background

Groundwater is an essential source of fresh water for the public water supply system of the City of St. Francis.

Virtually any activity on the surface of the ground which involves hazardous substances may contaminate the groundwater. Once polluted, groundwater is difficult, and sometimes impossible, to clean. The natural microorganisms which help break down some pollutants on the surface of the ground and in the top soil layers are not present (or not present in sufficient quantities) in groundwater. The slow rates of groundwater flow, ranging from one foot per day to one foot in fifty years, limit dilution or dispersal of contaminants. Groundwater contaminated by today's land uses and activities may remain contaminated for hundreds of years.

The State Of Minnesota (Department of Health) Wellhead Protection Program is requiring all public water suppliers to develop local wellhead protection programs. A complete program submission includes the following key elements:

1. Identification of roles and responsibilities
2. Assessment of data elements
3. Delineation of Wellhead Protection Area(s)
4. Vulnerability assessment
5. Identification of potential sources of contamination
6. Establishment of management strategies for the Wellhead Protection Area
7. Evaluation program
8. Water supply contingency strategy
9. Review and comment by the public
10. Implementation of the Wellhead Protection Plan

11. Resolution of disputes
12. Enforcement

As defined by the Federal Safe Drinking Water Act, the wellhead protection area is “the surface and subsurface area surrounding a water well or wellfield, supplying a public water system, through which contaminants are reasonably likely to move toward and reach such water well or well field”. In order to develop a wellhead protection plan, each of the twelve (12) above-mentioned elements must be addressed. The City has addressed all twelve elements.

RESOLUTION:

WHEREAS, the City of St. Francis recognizes the importance of its groundwater supply as a natural resource used for drinking; and

WHEREAS, it is within the responsibility of the City of St. Francis, as a public water supplier, to consider the health, safety and welfare of its customers; and

WHEREAS, the protection of current and potential future sources of groundwater used for drinking water is worthwhile from the standpoint of resource protection; and

WHEREAS, the City has been presented and has reviewed a plan from the City of St. Francis wellhead protection team which details the locations of the potential contaminant sources within the wellhead protection area, identifies goals, objections, and action measures to address potential risks to groundwater quality, a plan to evaluate WHP plan implementation efforts by the City of St. Francis, and an Emergency/Contingency Plan in the event of a water system disruption.

NOW THEREFORE BE IT RESOLVED that the City of St. Francis does hereby agree to take action to: protect their well(s) or well field (s) recharge area(s) which have/has been determined in compliance with the State of Minnesota Wellhead Protection Program; and

BE IT ALSO RESOLVED that the City of St. Francis, does hereby agree that the Wellhead Protection Plan developed for the aforementioned Wellhead Protection Area, Drinking Water Supply Management Area for the City of St. Francis wells and water supply aquifer is correct and accurate according to the best available information and will

be submitted to the governing authority Minnesota Department of Health for review and approval; and

BE IT FURTHER RESOLVED that the City of St. Francis does hereby agree to continue the wellhead protection planning process by implementing the plan which focuses resources on reaching the goals, objectives, and management for the contaminants of concern in addition to maintaining a effective Plan Evaluation Program and Emergency/Contingency Plan.

Adopted by the St. Francis City Council this 17 day of February, 2015.

APPROVED:

ATTEST:

Steve Kane, Mayor

Barbara I. Held, City Clerk

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

RESOLUTION 2015-08

**END OF YEAR TRANSFERS
FOR THE YEAR 2014**

BE IT RESOLVED that the City Council of the City of St. Francis hereby approves the following transfers of funds:

	<u>FROM</u>	<u>TO</u>	<u>PURPOSE</u>	<u>AMOUNT</u>
1	General Fund	Fire Truck Fund	Fire equipment	50,000.00

1. Ear mark funds for future fire trucks and equipment.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 17th
DAY OF FEBRUARY, 2015.

APPROVED:

Steve Kane, Mayor

ATTEST:

Barbara I. Held, City Clerk



February 10, 2015

Dear Property Owner/Tenant(s):

**RE: Petroleum Release Notification Follow-up
Former Food and Fuel
4020 - 233rd Avenue Northwest
St. Francis, MN 55070
Petroleum Release Site ID#: LEAK00018925**

You may have been previously contacted as part of a 'risk receptor survey' for the purpose of collecting information about your property's features (e.g., water supply wells, basements, sumps) that could act as receptors to petroleum contamination from the petroleum release referenced above. Based on review by the Minnesota Pollution Control Agency (MPCA) of available data, this correspondence serves to provide follow-up information specifically pertaining to the above-referenced petroleum release and your property [per Minn. Stat. § 116.482 (2008)], as well as contact information if you have additional questions or concerns.

Receptor Survey Results for your Property:

1. Receptors known to be present on your property such as a water supply well or water sump are not at risk from the petroleum contamination from the above-referenced petroleum release.
2. Structures or building occupants on your property are not at risk from petroleum vapors from the above-referenced petroleum release.
3. Additional investigation is needed to assess risk to your property. You will be notified of the additional risk assessment results when they are available.

Corrective Actions Taken:

Carlson McCain Inc. (Carlson McCain) has been contracted by the Minnesota Pollution Control Agency (MPCA) to assess and define a historical petroleum release associated with the Former Food and Fuel (Site) located at 4020 - 233rd Avenue in St. Francis, Minnesota. The Limited Site Investigation (LSI) was conducted in the vicinity of a petroleum release associated with three former gasoline and diesel fuel underground storage tanks (USTs) previously located to the south of the Site building. The MPCA requested LSI activities to assess and define the vertical and horizontal extents of subsurface soil, groundwater impacts and potential vapor intrusion impacts at and around the Site. Based on the investigation performed to date, there is no indication that petroleum impacted soil, groundwater or soil-gas have been, or should be, affecting neighboring properties. The impacted contamination plume appears defined by radial soil borings recently advanced by Carlson McCain.

*Please note that the conclusions and actions described above are based on MPCA review of currently available information and circumstances. If the MPCA is made aware of additional information or a change in circumstances causing a change in risk to occur, you will be contacted. Also, please be aware that a finding that receptors on your property are not at risk does not necessarily mean that all petroleum contamination has been removed from the release site, but rather that any remaining contamination does not appear to pose a threat to those receptors.

If you have any questions concerning the information in this letter, please contact:

Carlson McCain, Inc.
Attn: Mr. Chris Loch
Senior Project Manager
952-346-3913
cloch@carlsonmccain.com

Minnesota Pollution Control Agency (MPCA)
Attn: Ms. Kathryn Serier
MPCA Project Leader
651-231-6043
kathryn.serier@state.mn.us

General Information:

General information about petroleum tank release investigations and receptor surveys can be found on the Minnesota Pollution Control Agency's (MPCA) Web site at:

http://www.pca.state.mn.us/programs/lust_p.html

Also for your information, any other petroleum leaks or spills reported at the Site address referenced above are as follows:

MPCA Leak #18925 - Reported to the MPCA on October 24, 2012 with verbal MPCA Leak Site Closure on February 2, 2015.

Carlson McCain recommended MPCA Leak Site Closure with the Monitoring Report (MPCA Guidance Document 4-08) dated December 11, 2014.

To obtain information on these or any other past or future petroleum releases, you may go to the following link, http://www.pca.state.mn.us/programs/lust_pSearch.cfm and search the MPCA database, or call 651-757-2799 to schedule file reviews or obtain copies.

Sincerely,

Carlson McCain, Inc.



Christopher J. Loch
Senior Project Manager



Minnesota Pollution Control Agency

520 Lafayette Road North | St. Paul, Minnesota 55155-4194 | 651-296-6300

800-657-3864 | 651-282-5332 TTY | www.pca.state.mn.us | Equal Opportunity Employer

February 3, 2015

Ms. Sara L. Vinas
Counsel
MDW Equity LLC
2760 N. University Dr.
Hollywood, FL 33024

RE: Petroleum Tank Release Site File Closure

Site: Former Food & Fuel, 4020 – 233rd Avenue Northwest, St. Francis, Anoka County

Site ID#: LEAK00018925

Dear Ms. Vinas:

The Minnesota Pollution Control Agency (MPCA) staff has determined that the investigation has adequately addressed the petroleum tank release at the site listed above (Site). Based on the information provided by MPCA contractor, Carlson McCain, Inc., MPCA staff has closed the petroleum tank release site file.

The closure of the petroleum tank release file means that the MPCA does not require any additional investigation and/or cleanup work at this time or in the foreseeable future. Please be aware that file closure does not necessarily mean that all petroleum contamination has been removed from this Site. However, the MPCA has concluded that any remaining contamination, if present, does not appear to pose a threat to public health or the environment under current conditions.

The MPCA reserves the right to reopen this file and to require additional investigation and/or cleanup work if new information, changing regulatory requirements or changed land use makes additional work necessary. If you or other parties discover additional contamination (either petroleum or nonpetroleum) that was not previously reported to the MPCA, Minnesota state law requires that the MPCA be immediately notified.

You should understand that this letter does not release any party from liability for the petroleum contamination under Minn. Stat. ch. 115C (2014) or any other applicable state or federal law. In addition, this letter does not release any party from liability for nonpetroleum contamination, if present, under Minn. Stat. ch. 115B (2014), the Minnesota Superfund Law.

If future development of this property or the surrounding area is planned, it should be assumed that petroleum contamination may still be present. If petroleum contamination is encountered during future development work, the MPCA staff should be notified immediately.

For specific information regarding petroleum contamination that may remain at this leak site, please call the Petroleum Remediation Program File Request Program at 651-757-2799 or 651-757-2441. The MPCA fact sheet *Request to Bill for Services Performed* must be completed prior to arranging a time for file review.

AGENDA REPORT

TO: Acting City Administrator, Paul Teicher
FROM: Barb Held, Anna Anderson
SUBJECT: Social Media Marketing Dollars
DATE: 2/11/2015

INTRODUCTION

City staff seeks a minimal budget to campaign contests through social media marketing to raise a greater awareness of the City of St. Francis. The budget will be used to offer prizes that will support local businesses and city events through chamber cash rewards, Pioneer Days food and game tickets, or similar. Staff proposes to run a "Like and Share" contest to expose the city Facebook page, as well as a virtual medallion hunt on our official City web site to increase web site usage and familiarity.

BACKGROUND

The "Like and Share" contest will be ran through Facebook. To enter your name into the drawing for the listed prize, you will "Like" our Facebook page and then "Share" our contest posting with your friends. This could potentially expose our page to thousands. The shared posting will be visible to each participant's friend list and encourage their friends to "Like and Share" our Facebook page as well to enter to win the prize. This will generate traffic, visibility, excitement, and awareness.

We expect the "Like and Share" contest to reach thousands based on prior posting statistics (see attached). For example, when looking at the St. Francis Police Reserves posting from 2/5/15, this post had 10 "Shares" and reached nearly a thousand people. The posts with low to no activity most often reach less than a hundred people. When looking down the list, you will see a strong correlation between the number of Likes, Comments, and Shares and the number of people the post reached.

After we increase "Likes" on our Facebook page which exposes us to a greater audience, we would then run a virtual medallion hunt on our official city web site. Hidden within the pages of the city web site will be several medallions. A clue will be posted each week on our Facebook for all of our viewers to see and participate, as well as posted on the main page of our web site. Through their search, they will learn to navigate the city web site and discover the valuable resources it has to offer. The public needs a greater awareness of what our site offers such as forms available online, city park photos and descriptions, event calendar, newsletter, job postings, online utility payment option, and so much more. In turn, we hope that this will increase park and facility rentals, attendance to local events, higher number of job applicants, and use of our modern conveniences like the ability to pay your utility bill online and fill out applications and permits right from their computer.

We plan to place the medallions in places we would like to draw attention to. The first person to find all of the medallions will win the prize. After the medallions are found, our Facebook will state that the winner has been posted on the city web site and direct them to follow the link back to our web site to see the name of the winner, which will again generate more hits.

RECOMMENDATION

For council to support the promotion and advertisement of our city to encourage the public to use our online conveniences and create awareness of city businesses, parks and events.

BUDGET IMPACT

On January 5, 2015, city council agreed to terminate the social media contract with Cre8. This contract cost the city \$800/month. Staff is requesting a budget of \$100 to use as prize money throughout 2015. This equals an average of \$9/month.

S:\FORMS\AGENDA REPORT.doc

Attachments:

1. Listing of Facebook postings

Published	Post	Type	Targeting	Reach	Engagement
02/10/2015 11:34 am	 Send your appreciation to a local firefighter through the page below or by letter to: Minnesota Fire Hire 7741 Lake Drive Lino			54	1 0 0
02/05/2015 4:10 pm	 The St. Francis Police Department is now accepting applications for Police Reserve Officers. For more info or to			970	14 3 10
02/05/2015 9:19 am	 Bring the family and have some fun this Saturday. Raffle, inflatable jumper, face painting, games, and more!			125	3 0 1
02/05/2015 8:54 am	 City of St. Francis, Minnesota, Government			132	0 0 0
02/04/2015 1:22 pm	 Community help is needed in planning St. Francis Pioneer Days 2015. Join the Pioneer Days Planning Meeting – Tonight			76	2 0 0
01/30/2015 7:00 am	 Reminder - Join the St. Francis Area Chamber of Commerce for their Annual Dinner at the ComedySportz Improv Show. Starts			48	0 0 0
01/26/2015 8:12 am	 The St. Francis Area Chamber of Commerce invites you to a 2015 St. Francis Pioneer Days Planning Meeting, Wednesday,			69	1 0 0
01/22/2015 7:23 am	 Just a reminder to reserve your seats now: www.stfrancischamber.org chamber@stfrancischamber.org or			65	1 0 0
01/15/2015 5:26 pm	 Timeline Photos			126	4 0 0
01/14/2015 11:46 am	 The ice rinks are now open. The Warming House will be staffed Monday through Friday 3 pm to 9 pm and Saturday and			308	13 0 1
12/31/2014 8:00 am	 The City of St Francis would like to wish all of you, a SAFE and HAPPY New Year! Please be careful on the roads tonight. City			124	7 0 0
12/29/2014 7:52 pm	 Thank you for stopping by the St. Francis Police Department to say "Hi" to Santa			263	1 0 0
12/29/2014 7:36 pm	 St. Francis Area Chamber of Commerce invites you to its Annual Dinner. Get your friends together for a hilarious night			455	7 1 3
12/22/2014 4:53 pm	 City Staff wishes everyone a Safe and Happy Holiday season!			40	0 0 0
12/18/2014 2:14 pm	 Visit with Santa! Thursday, December 18th, 5:00pm - 8:00pm			373	9 0 3
12/03/2014 3:18 pm	 This Saturday is the first Saturday Morning Basketball clinic at St. Francis High School. Its a FREE clinic and great event for			764	11 1 4
11/26/2014 10:33 am	 Check out the St Francis Winter 2014 Newsletter! http://www.stfrancismn.org/uploads/SF_Newsletter_Winter14FII			116	1 1 0
11/26/2014 9:00 am	 Just a reminder that our office will be closed on Thursday. Have a wonderful Thanksgiving!			94	6 0 0
11/24/2014 3:00 pm	 Visit with Santa! Thursday, December 18th, 5:00pm - 8:00pm			764	27 4 15
11/21/2014 3:30 pm	 2015 Pioneer Days Kick-Off Information. Come visit the information table during the Breakfast with Santa on Saturday			161	4 0 1

Date	Time	Image	Title	Icons	Reach	Like Bar	Comments	Share Bar
11/21/2014	3:00 pm		Come have breakfast with Santa!		681	<div style="width: 100%;"></div>	24 1 14	<div style="width: 100%;"></div>
11/19/2014	4:39 pm		Meet and network with area business professionals while enjoying wine and appetizers....best of all, it's FREE!		273	<div style="width: 20%;"></div>	7 3 4	<div style="width: 100%;"></div>
11/11/2014	10:28 pm		Sending a sincere thank you to all of our veterans - those who have served and those that continue to serve!		107	<div style="width: 5%;"></div>	3 0 0	<div style="width: 100%;"></div>
11/04/2014	6:07 pm		Find the election results here: http://electionresults.sos.state.mn.us/ENR/home/20		453	<div style="width: 20%;"></div>	3 0 1	<div style="width: 100%;"></div>
11/03/2014	8:21 pm		REMEMBER TO VOTE TOMORROW (Nov. 4th, 2014)! Polls are open from 7 am – 8 pm. For election night results visit:		109	<div style="width: 5%;"></div>	2 0 0	<div style="width: 100%;"></div>
11/01/2014	2:40 pm		Daylight savings ends tonight. Don't forget to turn your clocks back!		281	<div style="width: 20%;"></div>	4 0 3	<div style="width: 100%;"></div>
10/31/2014	7:00 am		Have a Safe and Happy Halloween! In honor of halloween, what is your favorite scary movie?		71	<div style="width: 5%;"></div>	3 0 0	<div style="width: 100%;"></div>
10/30/2014	10:07 pm		St. Francis Area Chamber of Commerce Business-to-Business Trick or Treat Event Friday, October 31, 3:00-5:00 p.m. Trick or		204	<div style="width: 10%;"></div>	7 2 1	<div style="width: 100%;"></div>
10/30/2014	11:45 am		The Miss St. Francis Ambassador Program would like to invite you to take part in our Eat Wings, Raise Funds Fundraiser at		120	<div style="width: 5%;"></div>	3 0 0	<div style="width: 100%;"></div>
10/24/2014	4:27 pm		Early Voting: In-person absentee voting for the General Election began on September 19, 2014. The early voting hours		89	<div style="width: 5%;"></div>	2 0 0	<div style="width: 100%;"></div>
10/15/2014	12:27 pm		Join the St. Francis Area Women of Today's Fall Festival! This Sunday, 11 am to 4 pm Community Park, St Francis		552	<div style="width: 20%;"></div>	12 1 6	<div style="width: 100%;"></div>
10/09/2014	12:21 pm		Just a reminder that we will be closed on Monday for Columbus Day!		63	<div style="width: 5%;"></div>	2 0 0	<div style="width: 100%;"></div>
10/03/2014	1:30 pm		French Toast Breakfast and Open House! Come join us at the St. Francis Fire Department on Saturday, October 11th from		781	<div style="width: 20%;"></div>	15 1 9	<div style="width: 100%;"></div>
09/22/2014	9:03 am		The St. Francis Area Chamber of Commerce invites families to the 6th Annual Business to Business Trick or Treat, October 31		211	<div style="width: 10%;"></div>	3 0 2	<div style="width: 100%;"></div>
09/18/2014	1:36 pm		St. Francis Prescription Drug Take Back Program- Due to the public response and the on-going issues surrounding		533	<div style="width: 20%;"></div>	12 0 8	<div style="width: 100%;"></div>
09/17/2014	6:03 pm		Free Movies in the Park returns THIS Friday! Cars 2 is showing at the Community Park. Show starts at dusk.		125	<div style="width: 5%;"></div>	6 0 1	<div style="width: 100%;"></div>
09/04/2014	3:20 pm		City Wide Garage Sale - Saturday Sept. 6th, 2014 Come to St. Francis and spend the day going from garage sale to garage		147	<div style="width: 10%;"></div>	5 0 0	<div style="width: 100%;"></div>
09/02/2014	12:17 pm		227th Ave NW Construction Update - Detour start date revised		71	<div style="width: 5%;"></div>	0 0 0	<div style="width: 100%;"></div>
08/26/2014	10:07 am		Police Seized Vehicle Auction - Sept. 13th at 10am		663	<div style="width: 20%;"></div>	13 1 7	<div style="width: 100%;"></div>
08/25/2014	2:28 pm		Join us for the St. Francis Lions Cornfest on Sept 13th!		66	<div style="width: 5%;"></div>	6 0 0	<div style="width: 100%;"></div>

Date	Image	Text	Icons	Reach	Like Bar	Like Count	Comment Bar	Comment Count	Share Bar	Share Count
08/25/2014 2:23 pm		2014 School's Open House Schedule Cedar Creek Community School Thursday, August 28 5:00-6:30 p.m. • Grades K-5 PTO		272	<div style="width: 20%;"></div>	4	<div style="width: 2%;"></div>	0	<div style="width: 2%;"></div>	3
08/23/2014 6:29 am		227th Ave NW Construction Update:		95	<div style="width: 5%;"></div>	3	<div style="width: 2%;"></div>	0	<div style="width: 2%;"></div>	0
08/11/2014 4:07 pm		State Primary is Tuesday, August 12, 2014. Polls will be open from 7 am to 8 pm. To the Electors of the CITY of ST		144	<div style="width: 10%;"></div>	2	<div style="width: 2%;"></div>	0	<div style="width: 2%;"></div>	1
08/11/2014 3:52 pm		COLORING CONTEST WINNERS..... For the 2-5 year group: Leah Dahl For the 6-9 year group: Victoria Plummer For the 10-		447	<div style="width: 30%;"></div>	21	<div style="width: 5%;"></div>	1	<div style="width: 5%;"></div>	2
08/11/2014 9:00 am		Free movies in the park returns THIS Friday! Wreck It Ralph is showing at the Community Park. Show starts at dusk.		120	<div style="width: 10%;"></div>	5	<div style="width: 2%;"></div>	2	<div style="width: 2%;"></div>	0
08/04/2014 12:17 pm		GET INVOLVED! PLANNING COMMISSION MEMBERS NEEDED The City is looking for St. Francis residents to serve		248	<div style="width: 20%;"></div>	5	<div style="width: 2%;"></div>	1	<div style="width: 2%;"></div>	3
08/04/2014 12:05 pm		Here are the last of the coloring contest entries. Stay tuned, winners announced this week! Thanks to all those who		98	<div style="width: 10%;"></div>	5	<div style="width: 2%;"></div>	0	<div style="width: 2%;"></div>	0
07/31/2014 4:29 pm		The St. Francis Police Department would like to send their thoughts and prayers to the family and friends of Mendota		712	<div style="width: 40%;"></div>	71	<div style="width: 5%;"></div>	1	<div style="width: 5%;"></div>	4
07/31/2014 12:34 pm		LAST DAY TODAY!! Turn in your coloring pages today by 5pm at City Hall to enter to win prizes for the St. Francis Coloring		140	<div style="width: 10%;"></div>	7	<div style="width: 2%;"></div>	6	<div style="width: 2%;"></div>	1
07/28/2014 10:15 am		HURRY! Last week to turn in your coloring contest page!! Completed pages must be turned into St. Francis City Hall:		209	<div style="width: 15%;"></div>	2	<div style="width: 2%;"></div>	0	<div style="width: 2%;"></div>	1
07/21/2014 6:22 pm		Anoka County Fair begins tomorrow! (July 22-July 27th) Click on the link for more info:		60	<div style="width: 5%;"></div>	3	<div style="width: 2%;"></div>	0	<div style="width: 2%;"></div>	0
07/21/2014 6:19 pm		The Anoka County Highway Department project and is scheduled to begin Monday, July 28. See map for detour.		576	<div style="width: 30%;"></div>	1	<div style="width: 2%;"></div>	5	<div style="width: 2%;"></div>	6
07/21/2014 6:14 pm		Less than 2 weeks left to enter the St. Francis Coloring Contest! You can pick up the coloring page from these		205	<div style="width: 15%;"></div>	3	<div style="width: 2%;"></div>	0	<div style="width: 2%;"></div>	1
07/15/2014 10:53 am		Info for the Sanitary Sewer System project...please read and share.		244	<div style="width: 20%;"></div>	2	<div style="width: 2%;"></div>	7	<div style="width: 2%;"></div>	5
07/14/2014 9:00 am		Free movies in the park returns THIS Friday! Despicable Me 2 is showing at the Community Park. Show starts at dusk.		357	<div style="width: 25%;"></div>	12	<div style="width: 5%;"></div>	6	<div style="width: 5%;"></div>	6
07/10/2014 2:32 pm		Now you can pay your St. Francis utility bill online! Visit our website and follow the link to pay online.		194	<div style="width: 15%;"></div>	5	<div style="width: 2%;"></div>	3	<div style="width: 2%;"></div>	1
07/09/2014 11:50 am		Reminder....Enter the St Francis Coloring Contest Today! We have very few entries, so please get yours in today. We will be		103	<div style="width: 10%;"></div>	3	<div style="width: 2%;"></div>	1	<div style="width: 2%;"></div>	0
07/03/2014 9:42 am		Have a safe and happy 4th of July! Thanks to all who serve and protect us!		213	<div style="width: 15%;"></div>	14	<div style="width: 2%;"></div>	0	<div style="width: 2%;"></div>	2
07/01/2014 9:00 am		Enter the 4th of July St. Francis Coloring Contest - Prizes Awarded!!! St Francis is hosting a coloring contest for children		437	<div style="width: 30%;"></div>	13	<div style="width: 5%;"></div>	3	<div style="width: 5%;"></div>	7
06/30/2014 2:51 pm		City of St. Francis, Minnesota, Government's cover photo		82	<div style="width: 10%;"></div>	0	<div style="width: 2%;"></div>	0	<div style="width: 2%;"></div>	0

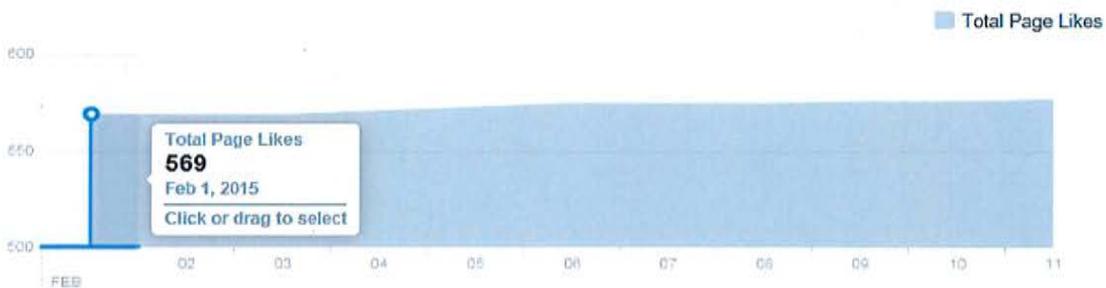
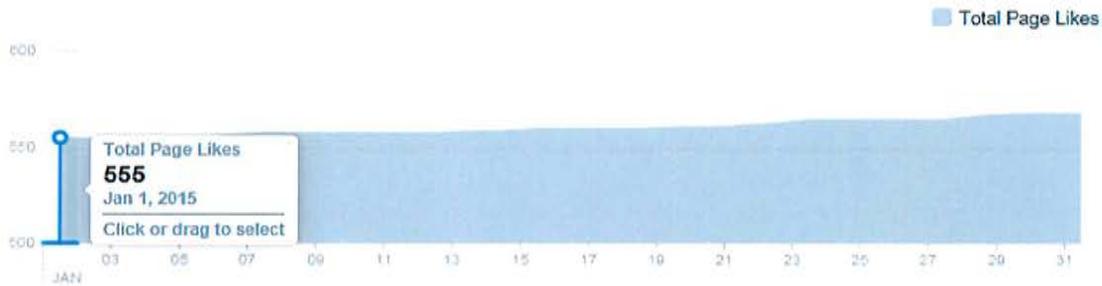
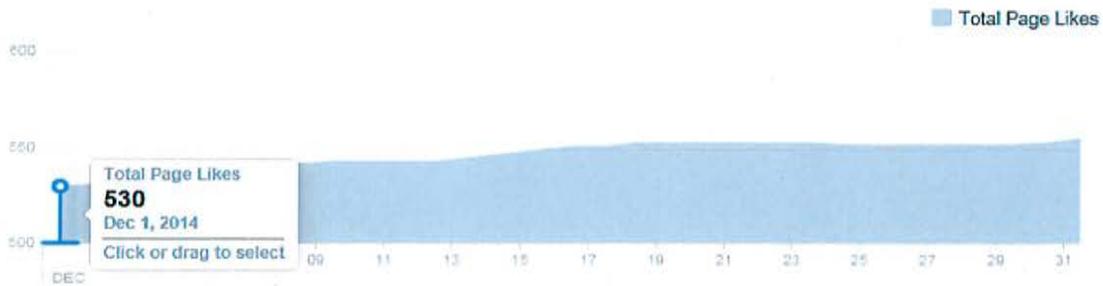
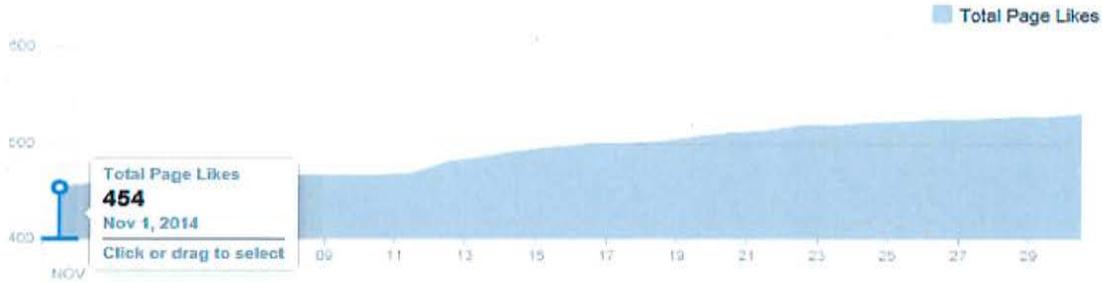
Date	Time	Image	Text	Icon 1	Icon 2	Reach	Reach Type	Likes	Comments	Shares
06/19/2014	9:00 am		Free movies in the park returns THIS Friday! Cars 2 is showing at the Lions Community Park. Show starts at dusk.	📄	🌐	64	Organic	2	0	0
06/18/2014	3:25 pm		Congratulations to the 2014-2015 Miss St. Francis Ambassadors! Little Miss Victoria Plummer, Miss Laura	📄	🌐	397	Organic	25	1	4
06/18/2014	3:23 pm		On Monday night, June 16 the City of St. Francis received a grant from Chris Serritslev of CenterPoint Energy. This grant	📄	🌐	263	Organic	9	1	1
06/16/2014	4:40 pm		City of St. Francis, Minnesota, Government shared St Francis Rec Center's post.	💬	🌐	55	Organic	4	0	0
06/16/2014	2:24 pm		Plan to attend the ISD 15 Community Ed summer Children's Theater production of Disney's Beauty and the Beast JR.	📄	🌐	115	Organic	6	0	1
06/16/2014	2:14 pm		Free Small Business Counseling at the Rum River Library! Small Business owners and entrepreneurs can meet with a	📄	🌐	78	Organic	2	0	0
06/12/2014	3:39 pm		Thousands of motorcyclists supporting military veterans, current service members and their families will be converging	📄	🌐	388	Organic	24	4	5
06/11/2014	10:35 am		The city of St. Francis will again be applying chloride solution to approximately 5 miles of roadway that has been identified as	💬	🌐	103	Organic	3	0	0
06/06/2014	12:02 pm		Please have a safe weekend and remember that the Police Department will enforce alcohol violations and city ordinances	📄	🌐	92	Organic	6	1	1
06/04/2014	2:10 pm		Congratulations to the St Francis Saints Class of 2014!! This is the 100th graduating class from St Francis High School	📄	🌐	436	Organic	30	4	2
06/03/2014	11:29 am		Don't miss the fun this weekend with Pioneer Days! Share this post and let us know... What is your favorite part of Pioneer	📄	🌐	365	Organic	13	8	3
05/28/2014	11:32 am		50th Anniversary Pioneer Days is almost here, come celebrate June 6-8! Live Music Schedule: FRIDAY, JUNE 6- 5pm - 9pm:	📄	🌐	302	Organic	6	0	4
05/23/2014	1:13 pm		Have a safe Memorial Day weekend everyone!	📄	🌐	63	Organic	3	0	0
05/22/2014	5:24 pm		Get ready for the turtle races at Pioneer Days!!! Saturday June 7th @ 10.30 am. Bring your own turtle (no blanding turtles)	📄	🌐	295	Organic	11	2	3
05/21/2014	10:00 am		REMINDER: There is a Pioneer Day meeting this Thursday, May 22 at the Police/Public Works facility 4058 St. Francis Blvd	💬	🌐	156	Organic	7	1	1
05/19/2014	3:00 pm		The St. Francis local race filings open Tuesday, May 20 and closes June 3 at 5:00 pm. The open seats are; Mayor - two	📄	🌐	703	Organic	6	7	8
05/16/2014	5:45 pm		City of St. Francis, Minnesota, Government's cover photo	📄	🌐	58	Organic	0	0	0
05/15/2014	10:37 am		Get ready for the 50th Anniversary of the Pioneer Days, June 6-8th! Just a reminder that the fireworks will be on Saturday,	📄	🌐	641	Organic	19	2	12
05/14/2014	7:00 am		10th Season of the St. Francis Friday Nite Rally Car Show starts this Friday. This is a family friendly FREE event every	💬	🌐	186	Organic	7	0	1
05/13/2014	8:03 am		Now that Spring is hopefully here, it is a good time for Spring cleaning. Everyones yard needs some attention after a long	💬	🌐	151	Organic	7	0	1

Facebook Summary

Date	Total Page Likes
November 1, 2014	459
December 1, 2014	530
January 1, 2015	555
February 1, 2015	569

City Website

Month	Pages Viewed	Total
November 2014	16	1170
December 2014	9	1102
January 2015	16	1360



The people who like your Page

Women

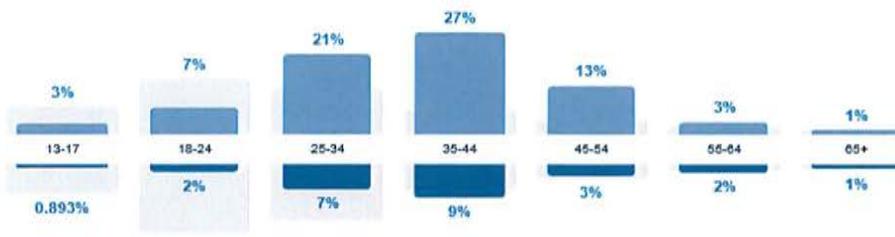
75%
Your Fans

46%
All Facebook

Men

24%
Your Fans

54%
All Facebook



Start date: 12 Jan 2015 End date: 11 Feb 2015 Apply

Overview Content Data Traffic Sources Devices Geo Location

19 pages were viewed a total of 1461 times

Page by Title Page by Page Path

	Page	Page Views
1	The City of St. Francis	429
2	Permits/Licenses	129
3	Administration	86
4	Links	86
5	City Code (Zoning)	64
6	Contact Police	64
7	Building	43
8	Employment	43
9	Parks	43
10	Planning & Zoning	43

Start date: 12 Jan 2015 End date: 11 Feb 2015 Apply

Overview Content Data Traffic Sources Devices Geo Location

19 pages were viewed a total of 1461 times

Page by Title Page by Page Path

	Page	Page Views
11 Recycling		43
12 Safe-N-Sober		43
13 Animal Control		21
14 City Code		21
15 Events/Calendar		21
16 Finance		21
17 Fire Department		21
18 Legal Department		21
19 Winter Parking		21

Start date: 12 Dec 2014 End date: 11 Jan 2015 Apply

Overview Content Data Traffic Sources Devices Geo Location

15 pages were viewed a total of 1096 times

Page by Title Page by Page Path

	Page	Page Views
1	The City of St. Francis	340
2	Animal Control	60
3	City Council	60
4	Employment	60
5	Fire Department	40
6	Police Department	40
7	Safe-N-Sober	40
8	Administration	20
9	City Charter & Code	20
10	City Code (Zoning)	20

1 2

Start date: 12 Dec 2014 End date: 11 Jan 2015 Apply

Overview Content Data Traffic Sources Devices Geo Location

15 pages were viewed a total of 1096 times

Page by Title Page by Page Path

	Page	Page Views
11	City Council Packets	20
12	Curfew Info	20
13	Links	20
14	Public Notices City	20
15	Winter Parking	20

1 2

Start date: 12 Nov 2014 End date: 11 Dec 2014 Apply

Overview Content Data Traffic Sources Devices Geo Location

11 pages were viewed a total of 1085 times

Page by Title Page by Page Path

	Page	Page Views
1	The City of St. Francis	386
2	Fire Department	55
3	Parks	55
4	City Council	37
5	Police Department	37
6	Bottle Shop	18
7	Links	18
8	Public Notices City	18
9	Public Works	18
10	Sewer	18

1 2

Start date: 12 Nov 2014 End date: 11 Dec 2014 Apply

Overview Content Data Traffic Sources Devices Geo Location

11 pages were viewed a total of 1085 times

Page by Title Page by Page Path

Page Page Views

11 Utility Billing 18

Navigation controls: back, forward, page 1, page 2

To: Mayor and City Council
From: Joe Raus, President of the St. Francis Chamber of Commerce
Date: February 12, 2015

On behalf of the Chamber, I would like to request disbursement of Pioneer Days funds from the city in the amount of \$12,000.00 (amount approved for year 2 by council) to the St. Francis area Chamber of Commerce.

I would also like to know if the Bottle Shop is going to cover the cost of Fireworks for Pioneer days this year. We received the contract from them and would like to make a decision.

Let me know if you have any questions.

Thanks,

Joe
St. Francis Area Chamber of Commerce