

CITY OF ST. FRANCIS CITY
COUNCIL AGENDA

July 20, 2015

ISD #15 CENTRAL SERVICES CENTER (DISTRICT OFFICES)
4115 Ambassador Blvd. NW
6:00 pm

1. Call to Order/Pledge of Allegiance
2. Roll Call
3. Adopt Agenda
4. Consent Agenda
 - a. City Council Minutes – July 6, 2015
 - b. Upper Rum River Watershed (URRWMO) Minutes: Approved May 5, 2015 & Unapproved July 6, 2015
 - c. Contract between ISD #15 and the City of St. Francis for School Resource Officers 2015-2016
 - d. Amendment No. 1 to Connectivity Services Agreement with Community Anchor Institution(s) for Broadband Services at Co-Location Service Site(s)
 - e. Patriot Lanes: Outdoor Dance Permit for 2016 Pioneer Days
 - f. 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 three minutes unless City Council grants more time.*
6. Petitions, Requests, Applications
 - a. Capital Improvement Plan: Public Hearing
7. Ordinances & Resolution
 - a. Resolution 2015-34: Declaring Surplus Property and Authorizing the Disposal of said Property
 - b. Ordinance 203, Second Series: Approving the Sale of City Owned Real Estate (Second Reading)
8. Reports of Consultants & Staff Members
 - a. Engineer: Fire Station Renovation, Concrete & Drainage Improvements
 - b. Attorney:
 - c. Staff:
 - Fire Dept.: New Tanker-Pumper Change Orders
 - Public Works:
 - Liquor Store:
 - Police:
 - City Administrator:
9. Reports from Council Members
10. Report from Mayor
11. Old Business
12. New Business
13. Adjournment

Calendar of Events

Aug 3: City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm
Aug 4: Night to Unite @ Community Park
Aug 17: City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm
Aug 19: Planning Comm. Meeting @ ISD #15 Central Services Center (District Offices) 7:00 pm
Aug 21: Movies in the Park @ Community Park starting at dusk "Mr. Peabody and Sherman"

MEMO

TO: Mayor & City Council

FROM: Joe Kohlmann, City Administrator

RE: Agenda Memorandum – July 20th, 2015 Meeting

Agenda Items:

4. Consent Agenda:

- a. City Council Minutes – July 6th, 2015
- b. YRRWMO Minutes –
- c. ISD #15 and City for School Resource Officer 2015-2016
- d. Connectivity Agreement with Community Anchor Institution for Broadband Services at Co-location Service Sites –
- e. Patriot Lanes Outdoor Dance Permit for 2016 Pioneer Days – Permit Attached
- f. Payment of Claims –

6. Petitions, Requests, Applications:

- a. Capital Improvement Plan – Staff is proposing a capital equipment fund be set up. This will ensure money that was set aside for capital purchase (if unspent, trade-in dollars and other cost savings) will remain in the capital equipment fund instead of staying in the general fund reserve. In addition, a transfer from the City's excess fund balance of 8% is being proposed. This will result in a 50% balance in the general fund reserve- the high end of what is recommended. Staff is proposing to levy \$180,000 or \$12,700 over last year's capital purchasing amount. This could likely result in a 0.33% levy increase for 2016- in addition to any operating and debt levy.

7. Ordinances & Resolutions:

- a. Resolution declaring surplus property and authorizing disposal of said property – This contains items on the land and equipment (wells) on "180 acres".
- b. Ordinance 203, Second Series: Approving the Sale of City owned Real Estate
This is a second reading for the sale of City of owned land.

8. Reports:

a. Engineer:

- 1) Fire Station Renovation – The agenda report is seeking to authorizing going out for plans and specifications for the Fire Station Renovation, concrete, and drainage.

Staff estimates that project, if approved, will increase the 2016 tax levy by 2% - 2.5% to make bond payments.

b. **Attorney:**

c. **Staff:**

Building Official:

Fire:

- 1) *New Tanker-Pumper Change Orders* – Chief Kohout is proposing an additional \$12,804 in change orders to the truck.

Public Works:

Liquor Store:

Police:

City Administrator:

11. **Old Business:**

12. **New Business:**

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

CITY COUNCIL MINUTES

JULY 6, 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 City Attorney Scott Lepak (Barna, Guzy & Steffen), City Engineer Jared Voge (Bolton & Menk), Planner Nate Sparks, Police Chief Jeff Harapat, Fire Chief Matt Kohout, Finance Director Darcy Mulvihill, City Administrator Joe Kohlmann, and City Clerk Barb Held.
3. **Adopt Agenda:** Move 6A. after 4. Under City Administrator add Resolution 2015-33. MOTION BY McCLISH SECOND BROWN TO ADOPT THE JULY 6, 2015 CITY COUNCIL AGENDA AS AMENDED. Motion carried 5-0.
4. **Consent Agenda:** MOTION BY SKORDAHL SECOND McCLISH TO APPROVE THE JULY 6, 2015, CITY COUNCIL CONSENT AGENDA AS A-I AS FOLLOWS:
 - a. City Council Minutes – June 15, 2015
 - b. Acknowledge the Letter of Termination for three Part Time Liquor Store Clerks
 - c. Promote Officer Eric Algiers from a temporary police officer to permanent full time.
 - d. Beef O’Brady’s Public Dance Permit for July 11, 2015 SF Hockey Assn Fund Raiser.
 - e. Cedar Creek Chapter of MN Waterfowl Application for Exempt Gambling Permit @ Am Legion on September 12, 2015
 - f. Routine Bobcat Buyback annual replacement
 - g. Enter into an agreement with Anoka County for the Firing Range Use
 - h. Century Link: Reinstatement of and Second Amendment Lease Agreement
 - i. Approve the Payment of Claims for \$233,350.40 (Checks 69239-69325)Motion carried 5-0.
6. **Petitions, Requests, Applications:**
 - a. **Certificate of Appreciation for Resident Brandon Buss:** Mayor Kane read an email about how Brandon Buss went above and beyond to help another elderly resident Norman DeCarlo, with his vehicle. Kane then handed a Certificate of Appreciation to Brandon for his good deed.
5. **Meeting Open to the Public:**

Yvonne Beebe, 23077 Guarani Street NW, that’s my front yard address. My backyard borders Pederson Drive. I’m here to support the reduced speed limit for Pederson Drive. There’s a

walkway there and every day there are mothers and strollers, kids and trikes, school kids coming from the middle school walk that path. There is a 50 mile an hour speed limit sign up by County Market and by the time they hit my backyard they're doing 60 or 65. They are also revving up their motors, for whatever reason, I don't know. I can sit on my deck and can't even have a conversation with my neighbor on the deck next to us because of the noise. So I'm asking for a reduced speed limit because that speed limit is an accident waiting to happen on that street.

Stacy Ridge, 22815 Ambassador Blvd NW, I'm just against the current proposal of the waste treatment facility here in St. Francis and I'd like to go on record as such that I'm not in favor of the project and also my husband is not in favor but he could not be here tonight. We would love to see if there's some other options out there. INAUDIBLE and everybody that's been coming to the meetings, take a moment and listen to them. See if some of us might be able to help you, which is us, the city of St. Francis.

Vicki Schaaf, 23085 Guarani Street, I'm also against it and I'm just wondering why the Met Council has not been invited. Anybody? Kane stated this is not a dialogue.
Vicki stated Really? So when does the dialogue come?
Kane said there is no dialogue here in open meeting.
Vicki then stated Okay. Thank you very much.

Robin Downs, 3662 232nd Avenue NW. I want to go on record saying that I am against the proposal of the wastewater treatment facility in St. Francis.

John Schaaf, 23085 Guarani Avenue, I'm also against the wastewater treatment facility in St. Francis and want to go on record as saying such. I'd also like to say slow down.

Robert Bauer, 23246 Kerry Street and I'm also here against the current proposal for the waste treatment facility and want to go on record as such. Thank you.

Sarah Hunt, 23246 Kerry Street, I live in the city of St. Francis, obviously, and I've worked with the St. Francis School District, which I've said before, and my house was recently assessed for road repairs that will now increase my taxes. I enjoy being in this city, I would like to stay working in this city and living in this city, but if you go forward with this new water treatment facility, not only will it increase my water bill, along with the taxes that I'm now going to pay for this road, it will also probably increase our taxes to pay for the schools that are going to increase for their water bill and I can't be hit with a double whammy, triple whammy, at this point and stay here. So I just want to go on record saying that I'm against the wastewater treatment facility.

Ruth Dawson, 22559 Tulip Street NW, I am against the current proposal for the waste treatment facility in St. Francis and wanted to go on record as such. My husband and I are retired, I'm my husband is a disabled vet and it would be a financial disaster for us and I would

like them to research and find something more convenient and financially better for the community. Thank you.

Brad Dawson, 22559 Tulip Street NW, I also am against the current proposal for the waste treatment facility in St. Francis and would like to go on record as such. Thank you.

Christine Peterson, 23242 Yucca Street NW. I am also against the current proposal for the waste treatment facility in St. Francis and I would like to go on record as such. Thank you.

Sarah Udvig, 3709 229th Lane NW, Apt 2. I want to go on record as saying that I do not approve of the wastewater facility treatment. We moved here from East Bethel in 2012, left that fiasco, only to be greeted with this one. We can't—just going around talking to people—we just can't afford it right now. We have to look at other ways to finance it. And as our elected officials, we're asking you to take the time, take time to step back, look at more options, listen to some of the options that we've come up with INAUDIBLE and just show us that you're listening, show us that our opinions matter and show us that you deserve another term. Thank you.

Mike Rodgers, 2770 232nd Lane NW. I've been a resident here for 15 years. One of the questions I have is where is all the money I paid in sewage for the last 35 years, or 15 years, gone? My question is, I sat in this room, this very room, not long ago when we built the city garage. I was for that by the way. I'm opposed to this water treatment plant. There's a gentleman here from the Met Council that introduced himself and said the Met Council is here for anything we need. I want to know what happened from then until now, why did Met Council disappear? Why aren't we involved with East Bethel anymore or any of the other communities where this water treatment plant is supposed to be built? I feel that the past, the present city council, and I could speak for many members of this community, that you guys have let us down, including the past mayor and the present mayor. We've had better options out there and I've looked into them, I see it, anybody can go on the Met Council's website, there's a grant for this, and why we haven't had that grant? I don't understand. I think you guys need to step back, look again, and take into consideration all these people out here that are saying they're opposed to this water treatment plant because they can't afford it. There's many elderly folks that live over by Super America, that live in those apartments, they won't be living here anymore because they can't—it's a matter if they take their pills that month or pay their wastewater treatment plant. I think they're going to be taking their pills, so what happens? They shut their water off. Or they move out. Or they pay their water and don't take their pills. That's all I got to say is the elderly here, you know, we're a community. We should stick together as a community. You guys let us down. Thank you.

Jennifer Fiene, 2971 235th Avenue, I oppose the current water treatment facility plan and I just want to go on record as such. Thank you.

Cory Stoeckel, 2971 235th Avenue. I'm opposed to the current water treatment plant and I wanted to go on record as such.

Lisa Wicklund, 22984 Kiowa Street NW, I'm also against the current proposal for the waste treatment facility and want to go on record as such and I really feel bad for you guys. Hate to be stuck in this and not care what these people are saying, shame on you. You should be on our side. INAUDIBLE

Angie Bray, 22901 Rum River Blvd. I just want to say you guys have heard this many times from many of us, now is the time that this community is really making an up rise, you guys, and you need to listen. Really. You know that I'm against this treatment facility and many other people are. You're going to see numbers rising and you're really our employees and I've been an owner and a manager of businesses and if my employees weren't performing or doing what I taught them or suggested that they would do, they wouldn't be working for me anymore. I've been in that situation. It's really hard to look at all the other great things that you guys are doing as the city council and the mayor when you guys are blatantly ignoring every single thing that we have brought up to you. There's options. And I would like to know, what are the strings that the Met Council said that you guys don't want to go for? You said, one thing at the meeting last time. All of us citizens would like to know what did they say to you? So sorry, Barb, if that's more work for you, but I know we would like to see it published somewhere as to what are those strings? What did they say to you and why don't you want to work with them? However, there's many other options so I'd like to see you guys take a step back and listen to your bosses and see what you think is best and what we think is best because obviously we don't agree with what you guys are choosing to do so now is the time to take a step back. Do it again. Thank you.

Good morning, Liz Fairbanks, 24360 Yukon Street, St. Francis. I want to go on record that I am against this 100%, even though I am on sewer water, or well water, excuse me, that this is going to affect not only you guys but my peoples, my customers, my friends, my kids. Also, I think it's one bad choice after another that you guys are bringing upon us, you are ramming government down our throats, as well as upcharges on everything is going to skyrocket in sales and such and people are not going to be able to spend. I thought we are trying build our city and economy, not shut it down. Too quick to make a decision, I would rather see us maybe take an extra, extra amount of time to decide this. I know you guys have talked about this a few years ago, but I don't think that you guys all went in on it together and decided what was best for our people, your people. Last thing, work smarter, not harder. Thanks.

Mayor Kane thanked them for their comments.

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

b. **Jensen Family LP: Zoning Text Amendment Request-Permit Churches in the B-2, General Business District - Resolution 2015-30: Denying Zoning Amendment Requested by the Jensen Family LP:** The Jensen Family Limited Partnership has made an application for a zoning text amendment to allow for churches as a permitted use within the B-2, General Business Zoning District. The applicant is the owner of the St. Francis Mall at 3210 Bridge Street. They wish to lease space to a church in the mall to a religious institution.

Currently the City defines churches as “religious institutions” and they are allowed as a permitted use in the R-2 (Single Family Residential District) and by a conditional use permit in the R-1 (Urban Estate Single Family Residential District), R-3 (Medium Density Residential District), and R-4 (High Density Residential District). Religious institutions are currently not permitted within the B-2, General Business District. The B-2 District states that it is “intended to provide for commercial uses adjacent to frequently traveled corridors.” It is the zoning district along Bridge Street east of the Rum River and most of the Highway 47 corridor north of Pederson Drive. The Comprehensive Plan states that commercial uses are to be concentrated along Highway 47 and Bridge Street. These areas were intended to be preserved for commercial activity. As such, it has been the policy of the City to not allow churches in areas reserved for commercial uses. The applicant wishes to have churches allowed within the B-2 District in order to allow for rental of space within the St. Francis Mall. This would also result in allowing religious institutions to be permitted along the Highway 47 corridor and all along Bridge Street east of the Rum River. Historically, the City has very narrowly viewed permitted uses in commercial space in the business areas because of the small available space relative to the rest of the City. Further, the City’s policy has been to allow religious institutions in all manner of residential districts. Noting the limited amount of commercial space available within the City, the commercial districts do not include allowances for such institutional uses. Such uses are permitted within the higher density residential districts which are intended to be at the periphery of the commercial areas. They are also allowed in the lower density single family districts as part of a long standing tradition. The Planning Commission recommended denial of the zoning text amendment request due to the reasons as noted and the concern of the impact on the remainder of the district. Skordahl said I believe the Planning Commission struggled with this topic. Staff also recommended to the Planning Commission to undertake a review of several sections of the zoning code regarding business designations and to update the language and terms with more precision and consistency. MOTION BY ORPEN SECOND SKORDAHL TO ADOPT RESOLUTION 2015-30 A RESOLUTION DENYING A ZONING AMENDMENT REQUESTED BY THE JENSEN FAMILY LIMITED PARTNERSHIP. Motion carried 5-0.

c. EDA Market Study with the YMCA – Resolution 2015-31: Authorizing the Rededication of the \$35,000 Allocated to the EDA for a Market Study with the YMCA: The EDA passed just tonight a resolution to reallocate the funds. MOTION BY McCLISH SECOND BROWN TO ADOPT RESOLUTION 2015-31 A RESOLUTION AUTHORIZING THE REDEDICATION OF THE \$35,000 ALLOCATED TO THE EDA FOR A MARKET STUDY WITH THE YMCA. Motion carried 5-0.

7. Ordinances & Resolution:

a. Ordinance 203, Second Series: Approving the Sale of City Owned Real Estate (First Reading): MOTION BY McCLISH SECOND SKORDAHL APPROVING THE FIRST READING OF ORDINANCE 203, SECOND SERIES APPROVING THE SALE OF CITY OWNED REAL ESTATE. (183.55 acres in Isanti County) Roll Call: Ayes: Orpen, Skordahl, McClish, Brown, and Kane Motion carried 5-0.

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

a. **Engineer:** 1) **Pederson Drive Feasibility Report- Accepting Report and Authorizing Preparation of Plans and Specifications:** City Engineer Jared Voge provided a memorandum and a power point presentation on the Pederson Drive Improvements that showed the Preliminary Engineering Report that was included in the council packet. This used to be a county road but Anoka County turned this street back to the city. However, this road does qualify as a Municipal State Aid road. With that said we would be able to use MSA funding for this improvement. Brown asked don't we have to have a speed study done. Voge said two standards can be used. One is the number of driveways and how far they are apart and one is a speed study. MOTION BY BROWN SECOND McCLISH TO ADOPT THE PRELIMINARY ENGINEERING REPORT AND AUTHORIZE THE PREPARATION OF PLANS AND SPECIFICATIONS FOR THE PEDERSON DRIVE IMPROVEMENT. Motion carried 5-0.

2) **Bridge Street Utility Improvements – Resolution 2015-32 Approving Plans and Specifications and Authorizing Advertisement. (This item is for the utilities outside of the County Project):** Anoka County obtained federal funds for improvements to Bridge Street and has prepared final plans and specifications for those improvements during the 2015 and 2016 construction season. Anoka County expects to receive bids for the improvements in August 2015. City utilities including sanitary sewer and water main exist within the Bridge Street corridor. At the July 7, 2014 City Council meeting, the Council authorized the preparation of plans and specifications for the utility improvements. The utility improvements include the elimination of the Bridge Street lift station and the rerouting of sanitary sewer along County Road 72, as well as the extension of sanitary sewer south of Bridge Street near Zion Parkway. Since federal funds have been allocated to the county project, the project limits are defined in the funding application and a portion of the City's utility improvements are located outside of the defined county project boundary. As a result, the utility improvements were required to be split between town sections, the areas within the county project boundary and the area outside the county project boundary. The Bridge Street Utility Improvements project will be advertised for bids at approximately the same time as the Anoka County's Bridge Street Improvements due to the required coordination between the two projects. The city's project would be bid out approximately two weeks later than the county project. MOTION BY ORPEN SECOND McCLISH TO ADOPT RESOLUTION 2015-32 A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS ON THE BRIDGE STREET UTILITY IMPROVEMENT PROJECT. Motion carried 5-0.

3) **Downtown Parking and Alley Improvements –Authorize obtaining quotes:** Voge stated due to limited parking availability, unauthorized vehicles have been parking on the city owned unimproved property located south of the Post Offices along Woodbine Street. The alley located immediately south of the city owned property between Woodbine Street and Butterfield Drive required maintenance each year and in addition, sediment from the gravel surface inters existing drainage structures where it discharges to the city's storm sewer system. Skordahl asked why do we own this house. Sparks stated it was a blighted house that was torn down using HRA funds. Brown said this won't be just a post office parking will it be? MOTION BY SKORDAHL SECOND BROWN AUTHORIZING THE CITY ENGINEER

TO OBTAIN QUOTES FOR THE IMPROVEMENT OF THE CITY OWNED PROPERTY LOCATED SOUTH OF THE POST OFFICE AND THE ALLEY BETWEEN WOODBINE STREET AND BUTTERFIELD DRIVE. Motion carried 5-0.

b. Attorney:

c. Staff:

Bldg. Official:

Fire Dept.: Fire Turnout Gear: Fire Chief Matt Kohout asked for authorization to purchase five sets of fire turnout gear at a total price of \$9,368 with funds coming from the Charitable Gambling fund. Kane asked how often do these have to be replaced. Kohout said every ten years from this point on they will be in the CIP. MOTION BY BROWN SECOND McCLISH AUTHORIZING THE FIRE DEPARTMENT TO PURCHASE FIVE SETS OF TURNOUT GEAR IN THE AMOUNT OF \$9,368 WITH MONIES COMING FROM THE CHARITABLE GAMBLING FUND. Motion carried 5-0.

Public Works:

Liquor Store:

Police Dept:

City Administrator: St. Francis Household Income Survey: City Administrator Joe Kohlmann reported the City has been working on funding options for construction a new wastewater treatment plant. The reason for this survey it to determine if the City would be eligible for more favorable financial terms with its loan obligations for this projects. The survey will establish the median household income threshold. The income level of \$63,000 or below for St. Francis as established by the American Community Survey to qualify for a thirty year loan. Orpen asked how do they verify incomes and who does the survey. Kohlmann stated we would have a company conduct the survey, Pettipiece & Associates. Brown asked from a 20 to 30 years loan how much of a reduction. Kohlmann said we do not know at this time but could be substantial. McClish asked if there is a cost. Kohlmann stated yes, the cost for the survey is \$2,900. MOTION BY SKORDAHL SECOND BROWN TO HIRE TO CONDUCT A HOUSEHOLD INCOME SURVEY. Motion carried 5-0.

HRA Market Study: Tonight the EDA met reviewing opportunities for development of the 46 townhome unit lots in the Meadows of St. Francis Plat. Anoka County Housing and Redevelopment Authority (HRA) has funds available for market studies. McClish stated the EDA also approved a resolution similar to this. MOTION BY McCLISH SECOND ORPEN TO ADOPT RESOLUTION 2015-33 A RESOLUTION REQUESTING FUNDS FROM THE ANOKA COUNTY HRA FOR A MARKET STUDY RELATED TO THE MEADOWS OF ST. FRANCIS. Motion carried 5-0.

9. **Reports from Council Members:** Orpen stated he would not be here the next meeting.

Kane stated that City Administrator Joe Kohlmann would like a work session with the council. The dates that were provided did not work with the councils schedules. Kohlmann stated he would send out another list of dates as options.

In the paper last week, there was an article about a former employee. In the article it stated I was the mayor. At this time of the incident, I was not the mayor and they said they would be making a correction.

Orpen asked Kane if he attended the Heart Safe Community. Kane said he was unable to attend. Fire Chief Kohout stated he did attend the meeting and has the information needed to start the Heart Safe Community program.

10. **Report from Mayor:**
11. **Old Business:** None.
12. **New Business:** None.
13. **Adjournment:** Mayor Kane adjourned at 6:53 pm

Barbara I. Held, City Clerk

Upper Rum River Watershed Management Organization
Annual Meeting Minutes for May 5, 2015

1. CALL TO ORDER

Chair Denno called the meeting to order at 7:00 pm.

2. ROLL CALL

Present: Dan Denno, Chair
Lan Tornes, Vice Chair
John Wangenstein
Kevin Armstrong, Secretary
Scott Heaton
Ron Koller
Calvin Bahr
Ann Arcand
Malcolm Vinger II
Richard Orpen

Absent: Todd Miller

Audience: Randy Bettinger, Nowthen City Council
David Merritt, Bethel City Council

3. APPROVAL OF AGENDA

Vinger II moved and Tornes seconded to approve the agenda as presented. Motion carried.

4. APPROVAL OF MINUTES

Koller moved and Armstrong seconded to approve the March 3, 2015 minutes as written. Motion carried.

5. TREASURER'S REPORT

Armstrong reported a balance of \$14,473.66 as of 5/5/15. **Heaton moved and Tornes seconded to approve the Treasurer's report as presented. Motion carried.**

6. SPECIAL ORDERS

A. Election of officers

Koller moved and Arcand seconded to keep the slate of officers the same as 2014; Denno Chair, Tornes Vice Chair, Armstrong Secretary. Armstrong asked that the vote be tabled until after discussion of an audit.

7. UNFINISHED BUSINESS

C. Discuss Audit

Chair Denno reported that the majority of member communities prefer an audit be done. Denno noted that an accountant told him of another less costly option that could be done in lieu of an audit, however, he didn't recall what it was called but would check his notes and email the information to board members. Bahr talked of legislative letters being written asking for changes to the audit requirements for entities with minimal funds and financial activities. **Bahr moved and Vinger II seconded that the URRWMO proceed with an audit. Motion carried.** The Secretary will get audit bids.

6. SPECIAL ORDERS

A. Election of officers (continued)

Chair Denno reminded members of the motion and second to keep the slate of officers the same as 2014 and called for a vote. **Motion carried.**

B. Confirm meeting dates – July 7, Sept. 1, Nov. 3, Jan. 5, 2016, Mar. 1, May 3

Discussed changing November 3 to November 10. **Tornes moved and Bahr seconded to approve these meeting dates July 7, Sept. 1, Nov. 10, Jan. 5, 2016, Mar. 1, May 3. Motion carried.**

C. Hear recommended amendments to Joint Powers Agreement (JPA) and/or Watershed Management Plan.

Heaton shared that the City of Ham Lake believes the allocation of Administration Expenses are unfair and would like all budget expenses divided by the party's percentage share. Also, Ham Lake is discussing withdrawing from the JPA. Currently, there are two annual report line items under Administrative Expenses that are not listed in accordance with the JPA that need to be listed under the ACD Work Recommendations. Chair Denno will check with ACD as to why the two annual reports were listed under Administration Expenses and share that information with the Board.

7. UNFINISHED BUSINESS (continued)

A. Adopt a data practices policy sub-committee update

Armstrong reviewed the proposed Data Practices Policy and Records Retention Schedule previously emailed. Two revision were requested – Records Retention Schedule remove the letter a. under CORRESPONDENCE and remove the 'yes' under Archive; Data Practices Policy page 1 of 3 remove the last sentence, 'If the requestor...upon request.' It was asked how requestors will be charged for time used to find and provide information. It was the consensus of the Board to ask for a time quote from ACD then pass that cost onto the requestor. **Heaton moved and Bahr seconded to adopt both the Data Practices Policy and Records Retention Schedule as revised. Motion carried.**

B. Request for Statement of Concurrence on Proposed Boundary Change between Coon Creek Watershed District and Upper Rum River and Sunrise River Watershed Management Organizations in the City of Ham Lake update

Heaton reported that BWSR will not make the requested change without the approval of both WMOs. Ham Lake is discussing withdrawing from the URRWMO JPA with the hope that the Coon Creek Watershed District will add Ham Lake to its district. This item to be on the July agenda.

C. Discuss audit – see page 1 of these minutes.

D. 2016 draft budget ratified by member cities update

Heaton reported that the City of Ham Lake did not ratify the 2016 draft budget. **Bahr moved and Vinger II seconded to move line items Annual Financial Report to State Auditor prepared by ACD for \$300 and Annual Report to BWSR prepared by ACD for \$700 under ACD Work Recommendations in accordance with the Joint Powers Agreement, and to approve the 2016 budget as revised. Motion carried.** Chair Denno will send the approved 2016 budget to member communities for ratification.

E. Bethel annual report submitted to ACD update

Bethel has submitted its report.

F. RFP for writing 4th Generation Watershed Plan

Chair Denno is continuing to work on securing bids.

8. New Business

A. Discussion of updating website for local contact support

Board consensus was to list both Dan Denno and Lan Tornes on the website as contacts.

9. MAIL

A. Letter from Midwest Natural Resources, Inc. available for hire as a natural resource company.

10. OTHER

A. Approve sending invoice billings for 2nd half of 2015 budget

Gessner will charge \$25 to send out the billings. **Bahr moved and Vinger II seconded to direct Gessner to send out the 2nd half of the 2015 budget billings. Vote: 9 in favor, 1 opposed. Motion carried.**

11. INVOICE APPROVAL(S)

A. Anoka Conservation District invoice #1 of 3

Bahr moved and Tornes seconded to approve the Anoka Conservation District invoice #1 of 3 for \$3,246.66. Motion carried.

B. Recording secretary May invoice

Heaton moved and Bahr seconded to approve the recording secretary May invoice for \$175.00. Motion carried.

12. ADJOURN

Heaton moved and Bahr seconded to adjourn at 8:49 pm. Motion carried.

Gail Gessner, Recording Secretary
Submitted 5/6/15

Upper Rum River Watershed Management Organization
Annual Meeting Minutes for July 7, 2015

1. CALL TO ORDER

Chair Denno called the meeting to order at 7:00 pm.

2. ROLL CALL

Present: Dan Denno, Chair
Todd Miller
Lan Tornes, Vice Chair
Kevin Armstrong, Secretary
Scott Heaton
Ron Koller
Calvin Bahr
Ann Arcand
Malcolm Vinger II
Richard Orpen
Randy Bettinger

Absent: John Wangenstein

3. APPROVAL OF AGENDA

Koller moved and Miller seconded to approve the agenda as presented. Motion carried.

4. APPROVAL OF MINUTES

Vinger moved and Bahr seconded to approve the May 5, 2015 minutes as written. Motion carried.

5. TREASURER'S REPORT

Armstrong reported a total assets and liabilities balance of \$10,876.99 as of 7/7/15. **Bahr moved and Heaton seconded to approve the Treasurer's report as presented. Motion carried.**

6. UNFINISHED BUSINESS

A. Audit bids – Secretary Armstrong will send out RFP's to five companies and will bring the bids to the next meeting.

B. Proposed Boundary Change between Coon Creek Watershed District and Upper Rum River and Sunrise River Watershed Management Organizations in the City of Ham Lake – No further action has been taken.

Ham Lake sent an amendment to the Joint Powers Agreement (JPA) to member cities for approval.

C. 2016 draft budget ratified by member cities – Nowthen has ratified the budget.

D. RFP for writing 4th Generation Watershed Plan – Chair Denno will send RFP's to Anoka Conservation District, MSA, and Hubmer & Associates and will bring the bids to the next meeting.

7. NEW BUSINESS

A. LMCIT Insurance – **Heaton moved and Vinger seconded to approval payment of the LMCIT insurance invoice, not to exceed \$5,000, when it is received in August. Motion carried.**

8. MAIL

A. Miller received 2nd half billing checks from member cities for deposit.

9. OTHER

A. BWSR send out an email survey due 7/8/15. Bahr volunteered to complete the survey.

B. Chair Denno reported he was contacted by an East Bethel resident regarding a ditch and flooding. He has not heard anything further.

10. INVOICE APPROVAL(S)

A. Recording secretary July invoice - **Bahr moved and Koller seconded to approve the recording secretary July invoice for \$200.00. Motion carried.**

B. Anoka Conservation District invoice #2 of 3 - **Bahr moved and Tornes seconded to approve the Anoka Conservation District invoice #2 of 3 for \$3,246.67. Motion carried.**

11. ADJOURN

Heaton moved and Bahr seconded to adjourn at 7:40 pm. Motion carried.

Gail Gessner, Recording Secretary
Submitted 7/10/15

**CONTRACT FOR SCHOOL RESOURCE OFFICER
FOR INDEPENDENT SCHOOL DISTRICT 15
ST. FRANCIS, MINNESOTA
2015-2016**

THIS CONTRACT by and between the City of St. Francis (hereafter referred to as "City") Anoka County, Minnesota and Independent School District 15, (hereafter referred to as "District") Anoka County, Minnesota, is entered into under and by virtue of Minnesota Statutes, Section 471.59 and Section 123B.02.

1. OFFICERS EMPLOYED BY CITY. The City shall provide law enforcement services to the District through the use of police officers who will serve as School Resource Officers. The Officers will be employed by the City and the City shall assume all obligations with regard to worker's compensation, PERA, withholding taxes, insurance and other employment related obligations. The District will not be considered the employer of the officers for any purpose.

2. TERM OF CONTRACT. This contract shall be effective for school year 2015-2016 beginning on September 8, 2015. The school year shall consist of 171 student contact days, for a total of 2,736 hours.

3. ADMINISTRATIVE RESPONSIBILITIES. Law enforcement services rendered to the District shall be at the sole direction of the City Council. Standards of performance, discipline of the Officers assigned and other internal matters, shall be under authority of the Chief of Police of the City. The District shall provide the City with an appraisal of the police liaison service received. This will be done at least annually and will result from a program review conducted by the District's staff.

4. LEVEL OF SERVICE. The City will assign a total of two officers to provide law enforcement services to the High School, Middle School, Crossroads School and

Elementary Schools. These services will consist of the officers remaining available and responding to service needs pursuant to this contract that shall only be secondary to the officers greater priority to respond to emergency calls, attend police training and special duties as assigned by the Chief of Police of the City. The normal staffing will be two officers, in the event an assigned officer is absent whether such absence due to vacation, sick or other reasons. The City will assign one other Police Officer on duty as responsible for meeting its obligations pursuant to this Agreement. The Police Department will provide additional coverage for events that happen outside of normal school hours, such as athletic events, dances at the rate of \$55.00/hour. Reimbursement for additional time will be invoiced separately as it occurs.

5. DUTIES OF OFFICERS. Basic duties of the officers shall be set forth in a job description provided to School Officials by the Chief of Police of the City. The Police Chief and School officials will also meet annually to discuss expectations for officers. In addition, resource officer services for Crossroads School and Vocational Center shall include identified services for students with special needs, eligible under the individuals with Disabilities Education Act (IDEA).

6. CLOTHING, EQUIPMENT AND SUPPLIES. The Officers assigned to the schools will be uniformed officers. The City shall provide required clothing, uniforms, vehicle, necessary equipment and supplies for Officers to perform law enforcement duties.

7. SCHOOL CALENDAR. The District shall provide the City's Police Department with a school calendar on an annual basis.

8. TERMINATION. This agreement shall remain in full force and effect from the date hereof unless terminated by either party upon ninety (90) days written notice of such

termination. All payment due hereunder shall be prorated in the event of such termination.

9. DURATION AND COST. For and in consideration of the provision of police service in accordance with the terms of this Contract, the District shall pay the City the sums of One Hundred Twenty Four Thousand Seven Hundred Dollars (\$129,064.00) in fiscal year 2015-2016. Payment shall be made on a quarterly basis.

10. FUNDING LOSS TERMINATION OPTION. In accordance with Minnesota Statute 465.71 the District may elect to cancel this contract if budgeted funds are not available to continue the service in this manner.

11. SCOPE. It is agreed that the entire agreement of the parties is contained herein and that this agreement supersedes all oral and written agreements and negotiations between the parties relating to the subject matter hereof.

IN WITNESS WHEREOF, the parties have hereunto set their hands.

CITY OF ST. FRANCIS

By: _____

Title: _____

By: _____

Title: _____

Dated: _____

INDEPENDENT SCHOOL DISTRICT 15

By: 

Title: Chair

By: 

Title: Clerk

Dated: 6/27/15



Anoka County Attorney
TONY PALUMBO

Justice, Advocacy, Prevention.

July 1, 2015

City of St Francis
Attn: Paul Teicher
23340 Cree St NW
St. Francis, MN 55070

Re: Connectivity Services Agreement with Community Anchor Institution(s) for Broadband Services at Co-Location Site(s) (CSA)

Dear Mr. Teicher:

In January you received a letter of intent to renew the above captioned Agreement from Anoka County. We have also received a reply from you that the City of St Francis intends to renew the Agreement.

Please execute the attached Amendment and return to Carrie Johnson for processing. As I indicated previously, service levels may be amended by executing an amended Addendum A to the Agreement at any time and are not dependent on this renewal.

Carrie Johnson
Anoka County Information Technology Department
Anoka County Government Center
2100 Third Avenue, 3rd Floor
Anoka, Minnesota 55303

If you should have any questions, please do not hesitate to contact me at (763) 323-5641.

Sincerely,

A handwritten signature in black ink, appearing to read "Kathryn M. Timm".

Kathryn M. Timm
Assistant Anoka County Attorney
Phone: 763-323-5641
FAX: 763-422-7589
Kathryn.Timm@co.anoka.mn.us

KMT:esb

Attachments

cc: Rhonda Sivarajah
Jerry Soma
Susan Vreeland
Dan Lekatz

AMENDMENT NO. 1
TO Connectivity Services Agreement
With Community Anchor Institution(s)
For Broadband Services
At Co-Location Service Site(s)

THIS AMENDMENT is made this 16th day of August, 2015, the date of the signature of the parties notwithstanding, by and between the County of Anoka, a political subdivision of the State of Minnesota, 2100 Third Avenue, Anoka, Minnesota 55303, hereinafter referred to as the "County," and the City of St. Francis, hereinafter referred to as the "Entity."

WITNESSETH:

WHEREAS, the County wishes to amend its Agreement with the Entity for Connectivity Services on the ConnectAnokaCounty Network dated March 23, 2012; and

WHEREAS, Paragraph XII. MODIFICATIONS of said Agreement provides that any material alterations, modifications or variations of the terms of this Agreement shall be valid and enforceable only when they have been reduced to writing as an amendment and signed by the parties.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter stated or contained in the Agreement, the parties do hereby agree as follows:

1. The parties agree to change Paragraph VI. TERM, as follows:

A. This Agreement will be for a period commencing on the date of signing by both parties, and continuing until August 16, 2015 (Initial Term), with up to a total of three (3) renewal periods of additional five (5) years terms (Renewal Terms) upon written amendment. Both parties shall provide written notice of intent to renew this agreement not less than one hundred eighty days (180) before the end of the Initial Term or Renewal Term. For purposes of this agreement, written notices shall be sent to the addresses of each of the Parties as indicated above. Upon the termination or expiration of this Agreement, Anoka County shall have no further obligation to provide Services and no further liability to Entity. Upon termination or expiration of this agreement, ZAYO shall be provided a reasonable opportunity to retrieve its equipment from the co-location service site(s). At the request of the entity, ZAYO will remove equipment from individual terminated co-location sites within a mutually agreed time not to exceed 180 days. Upon termination of Entity's connectivity service from a co-location site, without terminating this entire agreement, ZAYO, at the request of the entity, shall remove its equipment from said co-location

site within a mutually agreed time not to exceed 180 days and any underlying rights for that co-location site shall terminate with the removal without further action or notice by any party. Any underlying rights granted by the Entity under this Agreement shall terminate or expire with the Agreement without need for further action or notice by any party.

B. Pursuant to the above paragraph, both parties have sent written notice to each other one hundred eighty (180) days or more in advance of August 16, 2015 indicating the desire to renew the agreement for the next five (5) years. The commencement date of the new term is August 17, 2015 and the new expiration date is August 16, 2020. The Agreement may be renewed under these same terms, conditions and procedures for an additional two (2) terms.

C. If there have been any changes in service levels at the time of this Amendment, the parties will execute updated Attachment A.

2. This Amendment is hereby made a part of and shall be amended to the Agreement of the parties.
3. All other terms and conditions of the original Agreement shall remain in full force and effect.

-- Remainder of page intentionally left blank --

IN WITNESS WHEREOF, the parties have signed this Amendment on the dates written below.

COUNTY OF ANOKA

ENTITY

By: _____
Rhonda Sivarajah, Chair
Anoka County Board of Commissioners

By: _____
Its: _____

Dated: _____

Dated: _____

By: _____
Jerry Soma
County Administrator

Dated: _____

APPROVED AS TO FORM

By: _____
Kathryn Timm
Assistant County Attorney

Dated: _____



License # _____
Receipt _____
Date: _____
Fee Paid: _____

**PUBLIC DANCE LICENSE
INCLUDES OUTDOOR MUSIC**

Applicant Name: Leo D Zacher
 (First) (Middle) (Last)

Home address: _____
 (Street, City, State, Zip Code) 55040 MN Date of Birth: _____

Driver's License #, _____ Contact Telephone # _____

I hereby make application for a Public Dance License including outdoor music for the following establishment:

Patriot Lanes and Lounge 3085 Bridge St. St. Francis, MN 55070
 (Name of Establishment) (Address)

Located in the City of St. Francis, Anoka County, Minnesota.

On-site Manager Leo Zacher Location Telephone: 763-753-4011

Dance Schedule (days and hours of event): June 3rd - 2016 - 9 to 1 AM (Pioneer Days 2016)

Size of dance floor area: 20 x 40 Approx

I agree the dance/out door music shall be conducted in accordance with the provisions and regulations of the City of St. Francis pertaining thereto.

I (have) (have not) been convicted of a felony, gross misdemeanor or of violating any of the provisions of the Laws of Minnesota or of any ordinance regulating dances any place in the United States during the past five years. If so, please list the date, location and offense:

I have read the applicable ordinances and am familiar with the content. I will strictly comply with all of the provisions. I agree to waive my constitutional rights against search and seizure and will freely permit peace officers to inspect my premises and agree to the forfeiture of this license if found to have violated the provisions of the Ordinance for the granting of this license. I hereby solemnly swear that the foregoing statements are true and correct to the best of my knowledge.

I have contacted the St. Francis Police Department at 763-753-1264 and arranged to have the required number of officers at the dance. (Officers Expense not included in Permit Fee)

June 15 - 2015
 (Date)

[Signature]
 (Signature)

- * Certificate of Insurance attached
- * Driver's License or State Issued ID attached

**CERTIFICATION OF COMPLIANCE
MINNESOTA WORKERS= COMPENSATION LAW**

Minnesota Statute, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers= compensation insurance coverage requirement of Chapter 176. The information required is: the name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and retained in their files.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided or falsely stated, it may result in a \$2,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry.

Insurance Company Name: Wilson Mutual
(NOT the insurance agent)

Policy Number: BR 234195 Dates of Coverage: 9/18/14 to 9/18/15

(OR)

I am not required to have workers= compensation liability coverage because:

- * I have no employees.
- * I am self-insured (include permit to self insure).
- * I have no employees who are covered by the worker=s compensation law (these include: Spouse, Parents, Children and certain farm employees).

I certify that the information provided above is accurate and complete and that a valid workers= compensation policy will be kept in effect at all times as required by law.

Name: Zacher Leo D
(last, first, middle)

Doing Business As: Patriot Lanes and Lounge Inc.
(business name if different than your name)

Business Address: 3085 Bridge St NW

City, State, Zip: St. Francis, MN 55070 Phone: (63) 753- 4011

Signature: _____ Date: _____

CITY OF ST. FRANCIS
7/20/2015

Checks cut since last Council Meeting

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

Disbursements via Debits to 4M Account

	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
7/31/2015	Northland Securities	2010 Bonds	20,860.63
7/31/2015	Northland Securities	2006 Bonds	10,360.00
7/31/2015	Northland Securities	2007 Bonds	63,180.00
7/31/2015	US Bank	EDA Lease Revenue Bonds	158,045.68
TOTAL			252,446.31

Disbursements via Debits to Checking Account

	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
6/3/2015		Liquor CC Fee	\$ 2,652.88
6/4/2015		Federal Tax	\$ 19,728.78
6/4/2015		PERA	\$ 14,187.28
6/4/2015		ING	\$ 1,500.00
6/4/2015		ICMA	\$ 645.03
6/4/2015		State Tax	\$ 3,913.91
6/4/2015		MSRS	\$ 556.32
6/4/2015		FWT-STD	\$ 13.46
6/10/2015		VISA	\$ 9,784.04
6/12/2015		Liquor CC Fee	\$ 39.90
6/16/2015		Federal Tax	\$ 1,236.28
6/16/2015		PERA	\$ 435.70
6/16/2015		State Tax	\$ 93.80
6/18/2015		Federal Tax	\$ 20,267.63
6/18/2015		PERA	\$ 15,258.66
6/18/2015		ING	\$ 1,500.00
6/18/2015		ICMA	\$ 661.02
6/18/2015		State Tax	\$ 4,065.57
6/18/2015		MSRS	\$ 601.97
6/20/2015		Sales Tax	\$ 19,219.00
6/30/2015		Village Bank Fees	\$ 127.25
6/30/2015		PSN Fee	\$ 179.95
Total			116,668.43



PAYMENT BATCH AP 07-20-15

ACE SOLID WASTE, INC.

07/01/2015	938514	E 101-45230-217	Other Operating Supplies	PIONEER DAYS	369.39
					<u>\$369.39</u>

AIRGAS NORTH CENTRAL

06/30/2015	9928602927	E 101-43100-217	Other Operating Supplies	SUPPLIES	5.14
06/30/2015	9928602927	E 101-43210-217	Other Operating Supplies	SUPPLIES	5.14
06/30/2015	9928602927	E 101-45200-217	Other Operating Supplies	SUPPLIES	5.14
06/30/2015	9928602927	E 601-49440-217	Other Operating Supplies	SUPPLIES	5.14
06/30/2015	9928602927	E 602-49490-217	Other Operating Supplies	SUPPLIES	5.14
					<u>\$25.70</u>

ANOKA COUNTY TREASURY DEPT.

07/07/2015	070715	E 101-42110-321	Telephone	BROADBAND	37.50
07/07/2015	070715	E 101-42210-321	Telephone	BROADBAND	37.50
07/07/2015	070715	E 101-43100-321	Telephone	BROADBAND	37.50
07/07/2015	070715	E 101-45200-321	Telephone	BROADBAND	37.50
07/07/2015	070715	E 601-49440-321	Telephone	BROADBAND	37.50
07/07/2015	070715	E 602-49490-321	Telephone	BROADBAND	37.50
					<u>\$225.00</u>

BAUER BUILT INC.

06/01/2015	940030076	E 101-42110-221	Vehicle Repair & Maintenance	TIRES	243.58
					<u>\$243.58</u>

BERNICK COMPANIES, THE

07/13/2015	231808	E 609-49751-254	Miscellaneous Merchandise	MISC	14.00
07/13/2015	231809	E 609-49751-252	Beer For Resale	BEER	316.80
07/13/2015	231809	E 609-49751-255	N/A Products	N/A	17.55
					<u>\$348.35</u>

BOLTON & MENK, INC.

05/19/2015	0178130	E 101-41910-303	Engineering Fees	EAST SHOP PLAT	7,076.00
06/22/2015	0179240	G 602-16500	Construction in Progress	2015 BRIDGE STREET	5,988.00
06/22/2015	0179243	E 101-41910-303	Engineering Fees	GENERAL ENGINEERING	220.00
06/22/2015	0179243	E 101-43100-303	Engineering Fees	GENERAL ENGINEERING	335.00
06/22/2015	0179243	G 803-22127	Blue Ribbon Pines-Mining	GENERAL ENGINEERING	1,026.00
06/22/2015	0179244	E 101-43100-303	Engineering Fees	2015 STATE AID	1,470.00
06/22/2015	0179316	E 101-43100-303	Engineering Fees	239TH FEASIBILITY	1,011.00
06/22/2015	0179317	E 415-43100-303	Engineering Fees	AZTEC STREET	95.00
06/22/2015	0179353	E 101-43100-418	Storm Water Management	MS4 PERMIT	175.00
06/30/2015	0179639	G 602-16500	Construction in Progress	WWTP	57,000.00
					<u>\$74,396.00</u>

BUREAU OF CRIM APPREHENSION

06/30/2015	230113	E 101-42110-311	Contract	FEES - 3 MO	270.00
					<u>\$270.00</u>

COCA COLA REFRESHMENTS

06/30/2015	118330909	E 609-49751-254	Miscellaneous Merchandise	MISC	513.10
					<u>\$513.10</u>

COUNTY MARKET - CITY ACCOUNT

224.0615	E 101-42210-212	Motor Fuels	FUEL	301.78
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\$301.78

COURIER, THE

07/07/2015	72742	E 101-43210-439	Recycling Days	ADS	89.00
07/07/2015	72742	E 601-49440-352	General Notices and Pub Info	ADS	455.00
					<hr/>
					\$544.00

CRYSTAL SPRINGS ICE

06/30/2015	116834	E 609-49751-254	Miscellaneous Merchandise	MISC	202.08
07/03/2015	81817	E 609-49751-254	Miscellaneous Merchandise	MISC	208.44
07/04/2015	81836	E 609-49751-254	Miscellaneous Merchandise	MISC	202.08
07/07/2015	116975	E 609-49751-254	Miscellaneous Merchandise	MISC	148.98
07/11/2015	117042	E 609-49751-254	Miscellaneous Merchandise	MISC	146.16
					<hr/>
					\$907.74

DAHLHEIMER DIST. CO. INC.

06/18/2015	110987	E 609-49751-252	Beer For Resale	BEER	(90.00)
07/01/2015	1160879	E 609-49751-252	Beer For Resale	BEER	17,292.50
07/01/2015	1160879	E 609-49751-254	Miscellaneous Merchandise	MISC	1,150.00
07/01/2015	1160879	E 609-49751-255	N/A Products	N/A	47.00
07/08/2015	111684	E 609-49751-252	Beer For Resale	BEER	10,283.55
07/08/2015	111684	E 609-49751-254	Miscellaneous Merchandise	MISC	84.00
07/08/2015	111684	E 609-49751-255	N/A Products	N/A	49.40
07/09/2015	111971	E 609-49751-252	Beer For Resale	BEER	92.00
					<hr/>
					\$28,908.45

DAVIDS HYDRO VAC, INC

06/29/2015	6064	E 602-49490-400	System Jetting	VAC OUT DRAINS	1,260.00
06/29/2015	6065	E 602-49490-400	System Jetting	VAC OUT 3 DRAINS	378.00
					<hr/>
					\$1,638.00

DAY DISTRIBUTING CO.

07/06/2015	810100	E 609-49751-252	Beer For Resale	BEER	4,069.00
07/06/2015	810100	E 609-49751-254	Miscellaneous Merchandise	MISC	36.80
					<hr/>
					\$4,105.80

DE LAGE LANDEN

07/11/2015	46402617	E 101-42110-200	Office Supplies	COPIER	237.00
					<hr/>
					\$237.00

DEX MEDIA EAST LLC

07/05/2015	110097517.0715	E 609-49750-340	Advertising	LIQUOR AD	75.50
					<hr/>
					\$75.50

E.H. RENNER

06/25/2015	000143820000	E 602-49490-229	Project Repair & Maintenance	SEAL IRRIGATION WELL	4,425.00
					<hr/>
					\$4,425.00

EAGLE GARAGE DOOR CO.

06/22/2015	3911	E 101-42110-401	Repairs/Maint Buildings	REPAIR	78.50
06/22/2015	3911	E 101-43100-401	Repairs/Maint Buildings	REPAIR	78.50
06/22/2015	3911	E 101-45200-401	Repairs/Maint Buildings	REPAIR	78.50
06/22/2015	3911	E 601-49440-401	Repairs/Maint Buildings	REPAIR	78.50
06/22/2015	3911	E 602-49490-401	Repairs/Maint Buildings	REPAIR	78.50
					<hr/>
					\$392.50

ECM PUBLISHERS, INC.

07/03/2015	234138	G 803-22134	WJM Enterprises	AUTO SALES	37.63
07/03/2015	234139	G 803-22133	ESC-Kipela 23525 Variolite St	KILPELA CUP	37.63
					<hr/>
					\$75.26

ELITE SANITATION

06/30/2015	25521	E 101-45200-402	Janitorial Service	RENTAL	678.00
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\$678.00

FREEDOM SERVICES, INC.-FD

07/06/2015 13872 G 101-21706 Flex Account AUGUST 100.00
\$100.00

FREEDOM SERVICES, INC-MA

07/06/2015 13873 E 101-41540-301 Auditing and Acct g Services AUGUST FEE 71.60
\$71.60

G&K SERVICES, INC

06/30/2015 1043225323 E 609-49750-219 Rug Maintenance RUGS 11.23
07/07/2015 1043230804 E 601-49440-417 Uniform Clothing & PPE UNIFORMS 4.90
07/07/2015 1043230804 E 602-49490-417 Uniform Clothing & PPE UNIFORMS 4.90
07/14/2015 1043236271 E 601-49440-417 Uniform Clothing & PPE UNIFORMS 4.90
07/14/2015 1043236271 E 602-49490-417 Uniform Clothing & PPE UNIFORMS 4.90
\$30.83

GFOA

07/07/2015 159107.0715 E 101-41500-433 Dues and Subscriptions DUES 170.00
\$170.00

GOOD ASS BEER

07/02/2015 82 E 609-49751-252 Beer For Resale BEER 612.50
\$612.50

GRANITE CITY JOBBING CO.

06/30/2015 862045 E 609-49750-210 Operating Supplies OPERATING 61.09
06/30/2015 862045 E 609-49751-206 Freight and Fuel Charges FREIGHT 4.25
06/30/2015 862045 E 609-49751-254 Miscellaneous Merchandise MISC 12.30
06/30/2015 862045 E 609-49751-256 Tobacco Products For Resale TOBACCO 1,930.99
07/07/2015 863016 E 609-49750-210 Operating Supplies OPERATING 92.18
07/07/2015 863016 E 609-49751-206 Freight and Fuel Charges FREIGHT 4.25
07/07/2015 863016 E 609-49751-254 Miscellaneous Merchandise MISC 39.30
07/07/2015 863016 E 609-49751-256 Tobacco Products For Resale TOBACCO 209.82
07/07/2015 863016 G 101-20810 Sales Tax Payable TAX (0.88)
\$2,353.30

HAWKINS, INC.

06/29/2015 3746365 E 601-49440-216 Chemicals and Chem Products SUPPLIES 458.50
07/06/2015 3748641 E 601-49440-216 Chemicals and Chem Products CHEMICALS 4,545.40
\$5,003.90

HENRYS WATERWORKS, INC.

07/10/2015 17930 E 601-49440-229 Project Repair & Maintenance SUPPLIES 550.76
\$550.76

ISD #15

07/08/2015 2095 E 101-43100-221 Vehicle Repair & Maintenance 2014 DODGE 26.41
07/08/2015 2095 E 101-43210-221 Vehicle Repair & Maintenance 2014 DODGE 26.41
07/08/2015 2095 E 101-45200-221 Vehicle Repair & Maintenance 2014 DODGE 26.41
\$79.23

JJ TAYLOR DISTRIBUTING

06/30/2015 2360984 E 609-49751-206 Freight and Fuel Charges FREIGHT 3.00
06/30/2015 2360984 E 609-49751-252 Beer For Resale BEER 388.20
\$391.20

JOHNSON BROS WHLSE LIQUOR

06/29/2015 532184 E 609-49751-206 Freight and Fuel Charges WINE (7.60)
06/29/2015 532184 E 609-49751-253 Wine For Resale WINE (248.25)
06/30/2015 5199027 E 609-49751-206 Freight and Fuel Charges FREIGHT 279.42
06/30/2015 5199027 E 609-49751-251 Liquor For Resale LIQUOR 10,971.03
06/30/2015 5199028 E 609-49751-206 Freight and Fuel Charges FREIGHT 18.24
06/30/2015 5199028 E 609-49751-253 Wine For Resale WINE 533.45

06/30/2015	5199029	E 609-49751-252	Beer For Resale	BEER	238.50
07/08/2015	5105169	E 609-49751-206	Freight and Fuel Charges	FREIGHT	6.08
07/08/2015	5105169	E 609-49751-253	Wine For Resale	WINE	234.75
07/08/2015	5205168	E 609-49751-206	Freight and Fuel Charges	FREIGHT	27.36
07/08/2015	5205168	E 609-49751-251	Liquor For Resale	LIQUOR	2,057.05
					<hr/>
					\$14,110.03

KNIGHTS OF COLUMBUS

E 101-43210-439	Recycling Days	RECYCLING DAYS	280.00
			<hr/>
			\$280.00

LINCOLN MARKETING, INC

06/25/2015	39529	E 609-49750-340	Advertising	AD	499.00
					<hr/>
					\$499.00

MCDONALD DIST CO.

07/02/2015	190900	E 609-49751-252	Beer For Resale	BEER	14,857.75
07/02/2015	190900	E 609-49751-254	Miscellaneous Merchandise	MISC	34.00
07/02/2015	190900	E 609-49751-255	N/A Products	N/A	208.90
07/09/2015	192592	E 609-49751-252	Beer For Resale	BEER	4,594.32
07/09/2015	192592	E 609-49751-255	N/A Products	N/A	18.55
					<hr/>
					\$19,713.52

NORTHWEST ASSOC. CONSULTANTS

07/07/2015	21887	E 101-41910-311	Contract	CITY PROJECTS	8,304.87
07/07/2015	21888	E 101-41910-311	Contract	MEETINGS	400.00
07/07/2015	21889	G 803-22107	ESC-Oreilly (Project Admin)	PRIVATE PROJECTS	111.60
07/07/2015	21889	G 803-22132	ESC-Jensen-Rezoning	PRIVATE PROJECTS	306.90
					<hr/>
					\$9,123.37

OLSON POWER AND EQUIPMENT, INC

06/18/2015	6270	E 101-43100-218	Equipment Repair & Maintenance	REPAIRS	796.41
					<hr/>
					\$796.41

OPUS 21

07/02/2015	150610	E 601-49440-382	Utility Billing	JUNE 2015	1,480.23
07/02/2015	150610	E 602-49490-382	Utility Billing	JUNE 2015	1,480.22
					<hr/>
					\$2,960.45

PACE ANALYTICAL SERVICES

07/07/2015	151251783	E 602-49490-313	Sample Testing	TESTING	45.00
					<hr/>
					\$45.00

PAUSTIS & SONS

07/06/2015	8505810-IN	E 609-49751-206	Freight and Fuel Charges	FREIGHT	26.25
07/06/2015	8505810-IN	E 609-49751-253	Wine For Resale	WINE	1,391.00
					<hr/>
					\$1,417.25

PHILLIPS WINE & SPIRITS CO.

06/26/2015	215720	E 609-49751-251	Liquor For Resale	LIQUOR	(17.58)
06/26/2015	215721	E 609-49751-251	Liquor For Resale	LIQUOR	(8.83)
06/26/2015	215722	E 609-49751-251	Liquor For Resale	LIQUOR	(13.90)
06/30/2015	2812470	E 609-49751-206	Freight and Fuel Charges	FREIGHT	18.24
06/30/2015	2812470	E 609-49751-251	Liquor For Resale	LIQUOR	1,955.19
06/30/2015	2812471	E 609-49751-206	Freight and Fuel Charges	FREIGHT	41.80
06/30/2015	2812471	E 609-49751-253	Wine For Resale	WINE	1,434.90
07/08/2015	2816328	E 609-49751-206	Freight and Fuel Charges	FREIGHT	72.94
07/08/2015	2816328	E 609-49751-251	Liquor For Resale	LIQUOR	5,885.45
07/08/2015	2816329	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.04
07/08/2015	2816329	E 609-49751-253	Wine For Resale	WINE	148.80
07/08/2015	2816330	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.04
07/08/2015	2816330	E 609-49751-254	Miscellaneous Merchandise	MISC	83.90
					<hr/>
					\$9,606.99

SOUTHERN WINE & SPIRITS OF MN

07/02/2015	1302101	E 609-49751-206	Freight and Fuel Charges	FREIGHT	15.00
07/02/2015	1302101	E 609-49751-251	Liquor For Resale	LIQUOR	1,040.84
07/02/2015	1302102	E 609-49751-206	Freight and Fuel Charges	FREIGHT	15.00
07/02/2015	1302102	E 609-49751-253	Wine For Resale	WINE	546.00
07/09/2015	1304325	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.75
07/09/2015	1304325	E 609-49751-251	Liquor For Resale	LIQUOR	420.30
					\$2,040.89

ST. FRANCIS TRUE VALUE HARDWAR

06/04/2015	31339	E 101-45200-217	Other Operating Supplies	SUPPLIES	23.70
06/05/2015	31350	E 101-42210-217	Other Operating Supplies	SUPPLIES	27.54
06/05/2015	31355	E 602-49490-217	Other Operating Supplies	SUPPLIES	9.49
06/09/2015	31393	E 601-49440-217	Other Operating Supplies	SUPPLIES	5.69
06/09/2015	31393	E 602-49490-217	Other Operating Supplies	SUPPLIES	5.68
06/10/2015	31401	E 601-49440-217	Other Operating Supplies	SUPPLIES	14.25
06/10/2015	31401	E 602-49490-217	Other Operating Supplies	SUPPLIES	14.24
06/17/2015	31482	E 602-49490-217	Other Operating Supplies	SUPPLIES	8.54
06/18/2015	31490	E 602-49490-217	Other Operating Supplies	SUPPLIES	6.64
06/18/2015	31500	E 602-49490-217	Other Operating Supplies	SUPPLIES	11.38
06/30/2015	32554	E 101-45200-217	Other Operating Supplies	SUPPLIES	4.74
					\$131.89

THORPE DISTRIBUTING COMPANY

07/10/2015	905544	E 609-49751-252	Beer For Resale	BEER	124.00
					\$124.00

TRU RENOVATIONS

06/30/2015	72	E 225-45100-441	Miscellaneous	PARK EDGING	18,427.20
06/30/2015	73	E 101-45200-229	Project Repair & Maintenance	3 LED LIGHTS	444.97
					\$18,872.17

US DEPT OF EDUCATION

G 101-21716	Other Deductions	WAGE LEVY 07-16-2015	313.76
			\$313.76

VINOCOPIA, INC.

07/10/2015	128411-IN	E 609-49751-206	Freight and Fuel Charges	FREIGHT	45.00
07/10/2015	128411-IN	E 609-49751-251	Liquor For Resale	LIQUOR	1,753.38
					\$1,798.38

WIRTZ BEVERAGE MN

07/01/2015	1080343221	E 609-49751-206	Freight and Fuel Charges	FREIGHT	7.25
07/01/2015	1080343221	E 609-49751-251	Liquor For Resale	LIQUOR	184.99
07/01/2015	1080343221	E 609-49751-253	Wine For Resale	WINE	120.00
07/01/2015	1080343221	E 609-49751-254	Miscellaneous Merchandise	MISC	69.62
07/09/2015	1080345653	E 609-49751-206	Freight and Fuel Charges	FREIGHT	58.24
07/09/2015	1080345653	E 609-49751-251	Liquor For Resale	LIQUOR	2,714.94
07/09/2015	1080345653	E 609-49751-253	Wine For Resale	WINE	224.00
					\$3,379.04

\$213,255.62

FUND SUMMARY

101 GENERAL FUND	\$23,892.61
225 PARK FUND	\$18,427.20
415 Aztec Street Improvements	\$95.00
601 WATER FUND	\$7,640.77
602 SEWER FUND	\$70,763.13
609 MUNICIPAL LIQUOR FUND	\$90,917.15
803 ESCROW	\$1,519.76
Total	213,255.62

AGENDA REPORT

TO: Joe Kohlmann, City Administrator

FROM: Darcy Mulvihill, Finance Director

SUBJECT: CIP 2016-2020 Hearing and Approval

DATE: July 15, 2015

INTRODUCTION

Each year the city must approve the CIP for the next 5 years by August 15th.

BACKGROUND

The proposed CIP was put out on the website back in June. Since then there has been a couple of changes. The dump truck scheduled for replacement in 2015 has been moved to 2016 and the trail sealcoating has been split between 2015 and 2016 instead of all being done in 2015. The plan is on the city's website. Please go to departments then finance and it is the third section down on the page. It is 2016-2020 Capital Improvement Plan-Proposed 7-16-15.

This plan has been changed to show the years of 2021 to 2025. This is for informational purposes only. This will hopefully allow us to better plan for future equipment needs. I am proposing that the fire truck fund and the capital equipment fund will be combined. Amounts will still be designated for the replacement of fire trucks and other fire equipment. With these changes we are hoping to level out the amount needed each year going into this fund and any monies not spent would be left in the fund to build up reserves for following years.

This plan also calls for a transfer from the General Fund of \$347,700. This would bring the General Fund balance down from 58% of expenditures to approximately 50%. This is still a healthy balance in the General Fund and gives the equipment fund a healthy starting balance. The plan calls for \$10,000/ year from each of the water and sewer funds to the equipment fund along with a starting levy amount of \$180,000. This amount was in the General Operating Levy in 2015. This is a slight increase of \$12,700 over last year's \$167,300 for capital equipment. This amount is needed to contribute to building up balances so that future capital equipment is purchased with cash and not borrowing.

The park fund calls for a transfer of \$20,000 from the liquor store per year along with a levy of \$25,000 starting in 2017. Please note that Park fund projects are not fully funded at this time.

RECOMMENDATION

Council needs to have the public hearing on the CIP for 2016-2020. After the hearing has been concluded, the 2016-2020 Capital Improvement Plan would need to be approved.

BUDGET IMPACT

This is just a guide and council will have to approve the actual purchases or construction in the year budgeted. Items will be put in the budget as funds are available. Potentially a 0.3% increase to the levy for the \$12,700 difference.

Attachments: None

AFFIDAVIT OF PUBLICATION

STATE OF MINNESOTA)
COUNTY OF ANOKA) ss

Sharon Gruhl being duly sworn on an oath, states or affirms that he/she is the Publisher's Designated Agent of the newspaper(s) known as:

Anoka County Union Herald

with the known office of issue being located in the county of:

ANOKA

with additional circulation in the counties of:

ANOKA

and has full knowledge of the facts stated below:

- (A) The newspaper has complied with all of the requirements constituting qualification as a qualified newspaper as provided by Minn. Stat. §331A.02.
- (B) This Public Notice was printed and published in said newspaper(s) once each week, for 1 successive week(s); the first insertion being on 07/10/2015 and the last insertion being on 07/10/2015.

MORTGAGE FORECLOSURE NOTICES

Pursuant to Minnesota Stat. §580.033 relating to the publication of mortgage foreclosure notices: The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

By: Sharon Gruhl
Designated Agent

Subscribed and sworn to or affirmed before me on 07/10/2015.

Darlene M MacPherson
Notary Public



Rate Information:

- (1) Lowest classified rate paid by commercial users for comparable space:
\$20.00 per column inch

Ad ID 417495

**CITY OF ST. FRANCIS
COUNTY OF ANOKA
STATE OF MINNESOTA
NOTICE OF PUBLIC
HEARING**

NOTICE IS HEREBY GIVEN that the St. Francis City Council will hold a Public Hearing at 6:00 pm, or as soon thereafter as can be heard, on Monday, July 20, 2015 at Independent School District #15 Central Services Office, 4115 Ambassador Blvd. NW, St. Francis, MN 55070.

The purpose of the Public Hearing is to consider the 2016-2020 Capital Improvement Plan for the City of St. Francis.

All interested parties are encouraged to attend this Public Hearing. Verbal and written testimony regarding the request will be accepted during this Hearing. Additional information regarding the request can be obtained by contacting the City of St. Francis, 23340 Cree Street NW, St. Francis, MN 55070 or by calling (763) 753-2630.

Barbara I. Held
City Clerk

Published in the
Anoka County Union Herald
July 10, 2015
417495

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

RESOLUTION 2015-34

A RESOLUTION DECLARING SURPLUS
PROPERTY AND AUTHORIZING THE DISPOSAL
OF SAID PROPERTY

WHEREAS, Section 8-7-3 of the St. Francis City Code entitled "Disposal of Excess Property" outlines the procedure for disposal of City owned property; and

WHEREAS, pursuant to Section 8-7-3, the City has identified property owned by the City that is no longer needed for municipal service; and

WHEREAS, by the City Council of the City of St. Francis that the following property is hereby classified as surplus property, with the approximate value said property assigned as follows:

Surplus Equipment-Irrigation:	Estimated Value
Center Pivot – on location	\$15,000 - \$20,000
John Deere Power Unit (Diesel Motor)	\$ 3,000 - \$ 5,000
VHS 30 HSP Motor	\$ 500 - \$ 1,000
Air Release	< \$ 50
Well Motor Stand	< \$ 50
Right Angle Drive Assembly	< \$ 50
Alternator	< \$ 50
Drive Shaft Guard	< \$ 50
Electric Motor	< \$ 50
Land located in Isanti County (Property ID #17.122.0100, 183.55 Acres)	TBD/Bid Process

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 20th DAY OF JULY, 2015.

APPROVED:

ATTEST:

Steve Kane, Mayor of St. Francis

Barbara I. Held, City Clerk

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

ORDINANCE 203, SECOND SERIES

**AN ORDINANCE APPROVING THE SALE OF
CITY OWNED REAL ESTATE**

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. The City is hereby authorized and shall sell the following described real property at such time, under such terms and for amounts that the City Council deems appropriate at the time of sale: Property ID# 17.122.0100 Sect-22 Twp-034 Range 024 SE /4 FCT & E/2 of SW/4; (183.55 Acres in Isanti County)

Section 2. The Mayor and the City Clerk are hereby authorized to execute the necessary documents to convey the interest of the City of St. Francis to said property.

Section 3. That pursuant to Section 12.03 of the City Charter and state law, any net cash proceeds of the sale of said property shall be used to retire any outstanding indebtedness incurred by the City in the acquisition or improvement of the property. Any remaining proceeds shall be used to finance other improvements in the capital improvement budget or to retire any other bonded indebtedness within the same City fund that proceeds were used to purchase the property.

Section 4. Effective Date. This Ordinance shall take effect thirty (30) days after its publication.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS
___ DAY OF _____, 2015.

APPROVED:

Steve Kane
Mayor of St. Francis

ATTEST:

Barbara I. Held
City Clerk



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

7533 Sunwood Drive NW, Suite 206 • Ramsey, MN 55303

Phone (763) 433-2851 • Fax (763) 427-0833

www.bolton-menk.com

MEMORANDUM

Date: July 16, 2015

To: Honorable Mayor Kane
Members of the City Council

From: Jared Voge, P.E.
City Engineer

Subject: Firehall Renovation, Concrete, and Drainage Improvements
St. Francis, Minnesota
BMI Project No.: R18.109594

INTRODUCTION:

Since 2013, the City has been considering making improvements to the Firehall building and property surrounding it.

BACKGROUND:

The fire department and police department shared a building space prior to the police department relocating to the police/public works facility. As a result of the building's age and its use as a firehall, renovations are required to meet the needs of the department to continue to provide timely fire service to the community. In addition, given the age of the existing facility, the concrete pavement in front of it, adjacent to Bridge Street, has deteriorated significantly and is in need of replacement. Finally, drainage and stormwater continues to present challenges on the south side of the building and within the alley between Ambassador Boulevard and Woodbine Street. At the April 6, 2015 City Council meeting, council called for a public hearing regarding the issuance of G.O. Capital Improvement Plan Bonds associated with the improvement financing. At the May 4, 2015 City Council meeting, council held the public hearing and adopted Resolution 2015-17 which provided preliminary approval of the bond issuance for the improvements. The next step in the process is to prepare plans and specifications for the improvements.

RECOMMENDATION:

Staff recommends that the City Council authorize the preparation of plans and specifications for the Firehall renovation, concrete repairs, and site and alley drainage improvements by passing a motion.

BUDGET IMPACT:

The costs associated with the improvements will be financed through G.O. Capital Improvement Bonds. City Staff estimated the financing impact for the project at 10 years and 15 years. The bond payments will likely range from \$75,433 to \$56,183 annually, based on the financing terms. This equals approximately a 2% - 2.5% levy increase for 2016.

If you have any questions on the above, please call.

JAV/kg

H:\STFR\R18109594\1_Corres\C_To Others\2015-07-16 109594MayorCouncil_Authorize Firehall Renovation Plans and Specs.doc

AGENDA REPORT

TO: Joe Kohlmann, City Administrator
FROM: Matt Kohout, Fire Chief
SUBJECT: Change orders for new Tanker-Pumper
DATE: 7/15/15

INTRODUCTION

Request council approval for change orders on tanker-pumper coming next month.

BACKGROUND

After reviewing the truck specs and plans, Myself coming in as the new Fire Chief, there were some items that were missed or needing to be changed. Some safety items for the truck and the firefighters, other items are operational changes. This is going to be over a 20 year truck so we want to catch the stuff in the building stage. Attached is the Change order from Rosenbauer.

RECOMMENDATION

Accept the Change orders for the new Tanker- pumper. Totaling \$12,804.

BUDGET IMPACT

Cost impact \$12,804. Current contract is \$346,078 after change orders bringing Total to \$358,882.

