

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

CITY COUNCIL MINUTES

DECEMBER 7, 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, and Tim Brown. Chris McClish and Rich Skordahl excused. Also present were City Engineer Jared Voge (Bolton & Menk, Inc.), City Attorney Scott Lepak (Barna, Guzy & Steffen), Public Works Director Paul Teicher, Police Chief Jeff Harapat, Fire Chief Matt Kohout, Building Official Andy Schreder, City Finance Director Darcy Mulvihill, Community Development Director Kate Thunstrom, City Administrator Joe Kohlmann, and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY BROWN SECOND ORPEN TO ADOPT THE DECEMBER 7, 2015 CITY COUNCIL AGENDA. Motion carried 3-0.
4. **Consent Agenda:** MOTION BY ORPEN SECOND BROWN TO APPROVE THE DECEMBER 7, 2015, CITY COUNCIL CONSENT AGENDA A-E AS FOLLOWS:
  - a. City Council Minutes – November 16, 2015
  - b. Acknowledge the URRWMO Unapproved Minutes – November 10, 2015
  - c. Pay Request No. 1 for \$35,710.50 to LaTour Construction, Inc. 2015 Bridge Street Sewer Improvement
  - d. Accept the Resignation of Fire Fighter Mark Isum
  - e. Payment of Claims \$ 256,691.24 (Checks 69942-70030) Motion carried 3-0.
5. **Meeting Open to the Public:** Steve Feldman, 22766 Poppy Street, sign has been up a month. Still need police enforcement on this street. Just randomly patrol the street. They slow up and then speed up after the sign. I can't emphasize enough that we still need police presence and a stop sign at 227<sup>th</sup>.
6. **Petitions, Requests, Applications:**
  - a. **Fire Department Badge Pinning: Ron Dehn:** Fire Chief Matt Kohout presented Fire Fighter Ron Dehn his Fire Fighter pin for completing his first year requirements and end of probation period. Ron's wife pinned on his badge.
  - b. **2016 Proposed Budget Presentation:** Finance Director Darcy Mulvihill stated the City is required to hold a meeting to discuss the budget and property tax levy, and allow public input after presentation. The City Council set a maximum levy of \$3,244,573 or a 2% increase at the September 8, 2015 City Council meeting. The final budget and levy can be voted on tonight. Balance budget between expenditures and revenues at \$4,336,343.

Orpen asked about the \$77,000 deficit that was discussed during an earlier meeting. Mulvihill explained the capital equipment transfer.

Mayor Kane asked if any public wanted to ask questions about the proposed budget

Jim Hollerbach, 24476 St. Francis Blvd., stated I have a question regarding the roundabouts. Kane said this portion of the meeting is about the budget.

7. **Ordinances & Resolution:**

a. **Resolution 2015-65: Adjusting the Tax Levy for the GO Imp & Utility Rev Bonds, Series 2015A:** MOTION BY BROWN SECOND ORPEN TO ADOPT RESOLUTION 2015-65 A RESOLUTION ADJUSTING THE TAX LEVY FOR THE GO IMPROVEMENT AND UTILITY REVENUE BONDS, SERIES 2015A. Motion carried 3-0.

b. **Resolution 2015-66: Certifying Taxes Payable in 2016:** MOTION BY ORPEN SECOND BROWN TO ADOPT RESOLUTION 2015-66 A RESOLUTION A CERTIFYING TAXES PAYABLE IN 2016. Motion carried 3-0

c. **Resolution 2015-67: Adopting a Budget for 2016** MOTION BY BROWN SECOND ORPEN TO ADOPT RESOLUTION 2015-67 A RESOLUTION ADOPTING A BUDGET FOR 2016. Motion carried 3=0.

d. **Resolution 2015-68: License Renewals for 2016** MOTION BY KANE SECOND ORPEN TO ADOPT RESOLUTION 2015-68 A RESOLUTION APPROVING THE LICENSE RENEWALS FOR 2016. Motion carried 3-0.

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

a. **Engineer:**

b. **Attorney: Master Subscriber Agreement for Court Data Access – Resolution 2015-69:** Lepak stated this agreement has to do with the new Minnesota Court Data System Access. This new system will be available mid-February. Lepak recommended waive the reading and approving the resolution and authorize the Mayor to sign the Master Subscriber Agreement between the City of St. Francis and the Minnesota Court Data Services Division for purposes of the City Attorney and Police Department being able to access court records. MOTION BY BROWN SECOND ORPEN TO WAIVE THE READING AND ADOPT RESOLUTION 2015-69 A RESOLUTION AUTHORIZING EXECUTION OF MASTER SUBSCRIBER AGREEMENT FOR MINNESOTA COURT DATA SERVICES FOR GOVERNMENTAL AGENCIES. Motion carried 3-0.

**Fire Dept.: Retirement Benefits presented by Spring Lake Park-Blaine-Mounds View Chief Nyle Zikmund:** Fire Chief Nyle Zikmund spoke to the City Council on the benefits for having the Relief Associations retirement be handled by PERA instead of by the Relief Association officers. Zikmund stated I would like to educate you about the State Retirement Plan. I help write the Statewide Plan. PERA does all administration and removes the administrative burden from volunteer fire fighters. Along with removing the investment management burden, it improves the plan investment performance. You have professionals doing the investments and paperwork. I recommended getting municipal ratification. Cities are not required to give a municipal contribution if you are fully funded. You can even be under funded and have years to fund the deficit. Pension is one of the most powerful retention tools.

With PERA you are vested after five years. However, you take a big hit by leaving after five years. You cannot get the full retirement until age fifty. Orpen asked a couple questions on unfunded and the increase of benefits the department was asking for.

**1) City Administrator's Memorandum**

**a. Relief Association Benefit Increase – Resolution 2015-70**

MOTION BY KANE SECOND BROWN TO TABLE RESOLUTION 2015-70 TO GIVE OUR FINANCE DIRECTOR TIME TO RESEARCH EACH ELEMENT FURTHER. Right thing for both the city and the fire department. Orpen said if we table this now we are not hurting the current members. Kane stated we missed the early December deadline, so we do have time to research this further. Would not go into effect until 2017. Motion carried 3-0.

**b. Relief Association Transition to PERA – Resolution 2015-71**

The Council discussed when should this come back to the council. After more discussion it was agreed upon April 2016. MOTION BY KANE SECOND BROWN TO TABLE RESOLUTION 2015-71 RELIEF ASSOCIATION TRANSITION TO PERA AND ADDRESS IT AGAIN THE FIRST MEETING IN APRIL. Motion carried 3-0.

**c. Relief Association Employee Vesting – Resolution 2015-72**

MOTION BY KANE SECOND BROWN TO TABLE RESOLUTION 2015-72 UNTIL FIRST MEETING IN APRIL. Motion carried 3-0.

**d. Relief Association Contribution – Resolution 2015-73**

Would like to see how this worked into the 2017 budget.. Brown asked the Finance Director Darcy Mulvihill when will you start working on 2017 budget. Mulvihill's response was May/June. MOTION BY ORPEN SECOND KANE TO TABLE RESOLUTION 2015-73 UNTIL APRIL 2016. Motion carried 3-0.

**Public Works:**

**Liquor Store:**

**Police Dept:**

**City Administrator: 2016 Cost of Living Adjustment for Non-Union:** MOTION BY ORPEN SECOND BROWN TO APPROVE A 2.5% COST OF LIVING ADJUSTMENT FOR NON-UNION EMPLOYEES FOR 2016. Motion carried 3-0.

9. **Reports from Council Members:** Orpen said been busy with their new baby boy who was born December 1, 2015.

10. **Report from Mayor:** Watch for Santa on the fire truck December 10 in various developments.

11. **Old Business:**

12. **New Business:**

13. **Adjournment:** Mayor Kane adjourned the City Council meeting at 6:53 pm