

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

CITY COUNCIL MINUTES

FEBRUARY 1, 2016

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, Chris McClish and Tim Brown. Also present were City Engineer Jared Voge (Bolton & Menk, Inc.), Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), Public Works Director Paul Teicher, Fire Chief Matt Kohout, City Finance Director Darcy Mulvihill, City Administrator Joe Kohlmann, and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY McCLISH SECOND BROWN TO ADOPT THE FEBRUARY 1, 2016 CITY COUNCIL AGENDA. Motion carried 5-0.
4. **Consent Agenda:** MOTION BY BROWN SECOND SKORDAHL TO APPROVE THE FEBRUARY 1, 2016, CITY COUNCIL CONSENT AGENDA A-C AS FOLLOWS:
 - a. City Council Minutes – January 19, 2016
 - b. Acknowledge the Bingo Gambling Permit for the St. Francis Lions at the American Legion March 12, 2016
 - c. Payment of Claims \$ 207,276.16 (Checks 70219-70277) Motion carried 5-0.
5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:**
 - a. **Letter to Speaker Kurt Daudt:** City Administrator Joe Kohlmann reported a letter was drafted to the Minnesota Speaker of the House Kurt Daudt. This letter to Honorable Daudt is asking to enhance funding for the St. Francis Wastewater Infrastructure Fund in this upcoming legislative session. MOTION BY ORPEN SECOND McCLISH AUTHORIZING THE MAYOR TO SIGN THE LETTER ON THE CITY COUNCIL'S BEHALF TO SPEAKER DAUDT. Motion carried 5-0.
7. **Ordinances & Resolution:**
8. **Reports of Consultants & Staff Members:**
 - a. **Engineer:**
 - b. **Attorney: Tobacco Ordinance Update Memorandum:** Assistant City Attorney Dave Schaps provided a memorandum on updating the St. Francis Tobacco Ordinance to address E-Cigarette regulation in the City. After giving a 30-day notice to all tobacco license holders, the first reading of this ordinance would be before the city council at the March 7, 2016 meeting. Schaps also stated that a Drug and Paraphernalia Ordinance will also be brought forward for council consideration at that meeting. Direct staff to move forward to inform tobacco license holders of the upcoming proposed Tobacco Ordinance amendment.
 - c. **Staff:**

Finance:

Fire:

Public Works:

Liquor Store:

Police: 2015 Crime Statistic Report: Police Sgt. Todd Schwieger gave a brief overview of the 2015 Statistical Breakdowns for the city council. Sgt. Schwieger had more current numbers that included November and December. The police departments in Anoka County implemented a new reporting system. Skordahl thanked Sgt. Schwieger for this report and commended all the officers for being short staffed and their extra effort. Kane stated too the police department is doing a great job.

City Administrator: Setting a date for Work session: City Administrator Joe Kohlmann reminded the City Council about conducting a work session. This work session is in regards to the St. Francis Fire Department Relief Association's request from back in the beginning of December. Mayor Kane asked the councilmembers to contact Joe with dates they are available.

Kohlmann also reported that the councilmembers and all commission members would be receiving a survey from Northwest Associated Consultants (NAC) in regards the Economic Development Plan we paid them to conduct.

9. **Reports from Council Members:** No reports.

10. **Report from Mayor:** Kane reported that unfortunately the Mayor Snowmobile Trail Ride has been cancelled for this year. I did get notification from the Mayor of St. Paul asking all mayors to come join him and walk at the beginning of the St. Paul Winter Carnival Torchlight Parade this Saturday.

11. **Old Business:**

12. **New Business:** Kane reported the Charter Commission met this evening at 5:00 pm. Discussion was held again this year of amending the City Charter to give the City Council the opportunity to not hold a city council meeting. Examples are the second meeting in December and the week of the Fourth of July. Currently all changes to the meeting schedule have to be done by ordinance. The Charter Commission is recommending the meeting schedule be set by resolution. Assistant City Attorney Dave Schaps explained the process of how this would proceed. The first step would be to publish a public hearing on the proposed amendment. After the public hearing the city council will vote on the amendment. In order for it to pass it would have to be a unanimous vote. Council directed staff to publish notice of a public hearing and proceed with the first reading of the Charter amendment. If approved, a second reading would be heard and would go into effect 90 days after publication.

13. **Adjournment:** Mayor Kane adjourn the regular City Council meeting at 6:21 pm