

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

CITY COUNCIL MINUTES

June 6, 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.), City Attorney Scott Lepak (Barna, Guzy & Steffen), Fire Chief Matt Kohout, Public Works Director Paul Teicher, Liquor Store Manager John Schmidt, 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 SKORDAHL TO ADOPT THE JUNE 6, 2016 CITY COUNCIL AGENDA. Skordahl stated he does have to leave at 7:00 PM. Motion carried 5-0.
4. **Consent Agenda:** MOTION BY ORPEN SECOND McCLISH TO APPROVE THE JUNE 6, 2016, CITY COUNCIL CONSENT AGENDA A-G AS FOLLOWS:
 - a. City Council Minutes –May 16, 2016
 - b. Adopt St. Francis Economic Development Plan
 - c. St. Francis Community Drug Awareness (SFCDA) 5K Application: September 24, 2016
 - d. Hire Police Officer Christopher Bulera
 - e. Approving the Isanti County Election Equipment Plan
 - f. Pay Request No. 6 for \$294,622.67 to LaTour Construction of Maple Lake for the Bridge Street Utility Improvement
 - g. Acknowledge the Minnesota Waterfowl Assoc. Cedar Creek Chapter Lawful Gambling Exempt Permit with no waiting period at the American Legion on September 22, 2016
 - h. Payment of Claims \$427,493.56 (Check # 70753-70827) Motion carried 5-0.
5. **Meeting Open to the Public:** Steve Feldman, 22766 Poppy Street, bring you up to date on what I am doing on Poppy Street. I took the data that showed the traffic counts and speed. I would like to get two stop signs along Poppy Street, one in Oak Grove and one in St. Francis. Like to have the signs put in at 227th to make it a three way stop. Oak Grove said if our city and engineer are for it, they will more than likely be for it. Our police chief and Anoka County Sheriffs are in favor for it. Staff will review this and place it on the next agenda.
6. **Petitions, Requests, Applications:**
 - a. **Northland Securities: Bond Issuance-Resolution Awarding the Sale of GO Water & Sewer Rev. Bonds Series 2016A, in the Original Aggregate Principal amount of \$1,930,000; Fixing heir form and specifications: Directing their execution and delivery; and Providing for their payment – Resolution 2016-22:** George Eilertson of Northland Securities gave an update on the Bond Sale of the GO Water and Sewer Revenue Bonds Series 2016A that was held today. The Standard and Poor’s Underlying Rating was reassigned the AA Bond

Rating. You did pass a resolution previously to look at the Credit Enhanced Rating for the bonds. The Standard and Poor's Credit Enhanced Rating is AA+. The initial resolution that was in your packets had an amount of \$1,955,000. After the sale of the bonds today, the amount was lowered to \$1,930,000. **MOTION BY SKORDAHL SECOND ORPEN TO ADOPT RESOLUTION 2016-22 A RESOLUTION AWARDDING THE SALE OF THE GENERAL OBLIGATION WATER AND SEWER REVENUE BONDS, SERIES 2016A, IN THE ORIGINAL AGGREGATE PRINCIPAL AMOUNT OF \$1,930,000: FIXING THEIR FORM AND SPECIFICATIONS; DIRECTING THEIR EXECUTION AND DELIVERY; AND PROVIDING FOR THEIR PAYMENT.** Motion carried 5-0.

b. Rum River Terrace: Public Hearing on Vacation of Drainage & Utility

Easements: At the May 16, 2016 meeting the City Council approved a minor subdivision and had the first reading of an ordinance related to modifications to the planned unit development for Rum River Terrace, as requested by NP Properties, LLC and Pentagon Holdings. The purpose of the amendment is to convert twinhome lots to detached townhome style single-family units. The amendment is for Lots 3-18, 21-30 of Block 3 and Lots 1-6 of Block 4 of the Rum River Terrace plat, which is the portion of the development intended for twinhomes that is currently not built. Mayor Kane opened the public hearing at 6:14 pm. The Mayor asked three times if there was anyone that wanted to speak on this topic. After hearing no comment, Mayor Kane closed the public hearing at 6:15 pm.

7. Ordinances & Resolution:

a. Ordinance 219, Second Series Amending the Rum River Terrace Planned Unit Development for Certain Parcels – Second Reading: MOTION BY ORPEN SECOND McCLISH APPROVING THE SECOND READING OF ORDINANCE 219, SECOND SERIES AMENDING THE RUM RIVER TERRACE PLANNED UNIT DEVELOPMENT FOR CERTAIN PARCELS. Roll Call: Ayes: Brown, McClish, Orpen, Skordahl and Kane Nays: None. Motion carried 5-0.

b. Resolution 2016-23: Approving an Easement Vacation Related to the Rum River Terrace PUD Amendment & Minor Subdivision: The original plat had drainage and utility easements along lot lines and over drainage ways. The lot lines have been altered slightly and the drainage ways have been modified requiring adjustment of certain easements. The applicant is requesting vacation of easements that are related to the prior plan. MOTION BY BROWN SECOND ORPEN TO ADOPT RESOLUTION 2016-23 A RESOLUTION APPROVING AN EASEMENT VACATION RELATED TO THE RUM RIVER TERRACE PUD AMENDMENT & MINOR SUBDIVISION. Motion carried 5-0.

8. Reports of Consultants & Staff Members:

a. Engineer: Pederson Drive Improvements: The Pederson Drive Improvement project has been in development since November 2014. The project consists of the installation of concrete curb and gutter, storm sewer, and pedestrian improvements between Hwy 47 and Guarani Street NW. west and north of Guarani Street, the existing bituminous pavement will be milled and overlaid. In addition, limited utility system maintenance will also be completed. King's County Market has requested that a turn lane be installed as part of the Pederson Drive Improvement project. It was determined that a turn lane can be constructed as requested while meeting Minnesota Manual of Uniform Traffic Control Devices requirements. An agreement was prepared which includes the property owners' contribution of one half of the estimated

turn lane construction cost of \$7,500. The remaining costs are State Aid eligible. Orpen concern is with the turn if motorist leaving County Market won't see the through traffic. Robert King 23122 St. Francis Blvd., owner of County Market said we have done this with other projects. Hope this will alleviate people not using their signal and eliminate trucks just parking there. Kane wanted to thank Mr. King for bringing this up. There are a number of problems with people not using signals and people making assumptions of whether or not people are turning. MOTION BY McCLISH SECOND BROWN AUTHORIZING STAFF TO ENTER INTO AN AGREEMENT WITH KING'S COUNTY MARKET FOR THE CONSTRUCTION OF A TURN LANE AT THE EASTERN KING'S COUNTY MARKET ENTRANCE CONTINGENT ON THE REVIEW AND APPROVAL OF THE CITY ATTORNEY AND AUTHORIZE THE TURN LANE CONSTRUCTION. Motion carried 5-0.

b. Attorney:

c. Staff:

Economic Development: 1) **Business Subsidy Policy:** Kate Thunstrom, Community Development Director outlined the Business Subsidy Policy that was in the City Council packet. There are five different parts associated with this policy:

1. Business Subsidy Policy
2. Application for Business Assistance
3. Business Subsidy Reimbursement Agreement
4. Summary Report Card
5. Tax Increment Financing (TIF) Policy

Thunstrom stated in regulating economic development, State Statutes ask cities to have policies in place for the use of business subsidies, as defined. In the intent to pursue development of vacant lots and encourage redevelopment of blighted sites, it is recommended that St. Francis establish these policies. If a blighted site meets State standards, it may qualify for a TIF district. Business Subsidies could be requested from the city in various forms, including but not limited to a TIF subsidy and selling city owned property at a below fair market value. We currently do not have a request for business subsidy. However, this would put in place standards and requirements that outline the public purpose and criteria in the event a subsidy is requested. Business subsidies are a tool for local government to support economic development and support public benefit such as jobs and wages.

This was presented to and adopted by the St. Francis Economic Development Authority on May 16, 2016. MOTION BY ORPEN SECOND McCLISH ADOPTING THE BUSINESS SUBSIDY POLICY AND TIF POLICY. Motion carried 5-0.

2) **Planning Assistance Grant – Metropolitan Council:** Thunstrom reported the Metropolitan Council is providing various types of assistance in regards to the updating and completion of Comprehensive Plans including; direct staff assistance, guidance, tools and resources, mapping assistance, training and financial resources. St. Francis qualifies as an eligible sewerred community based on Met Councils criteria. Although this is not a competitive process, it requires a formal application to outline the cities plan for the completion of the plan and meeting the required deadlines. Staff is recommending council approval for three items; authorization for the submission of the grant, acceptance of the grant as awarded by Met Council and authorized personnel for the completion and signatures of the grant submission

and necessary agreements to Joe Kohlmann, City Administrator and Kate Thunstrom, Community Development Director. MOTION BY SKORDAHL SECOND BROWN TO APPROVE THE THREE STAFF REQUEST TO APPLY FOR A GRANT TO HELP UPDATE AND COMPLETE THE COMPREHENSIVE PLAN. Orpen asked why did we get funds here and not when we wanted help before with our wastewater upgrade. It was noted that Met Council has a lot of different division. Motion carried 5-0.

Fire: Heart Safe Community: In regards to the Heart Safe Community Fire Chief Matt Kohout stated we are just asking for council support today and not declaring St. Francis a Heart Safe Community just yet. We still have more steps to complete before we will received that recognition. Chief Kohout stated East Bethel Fire Fighter Troy Lachinski help start this program before I started here at St. Francis. Fire Chief Kohout introduced Officer Bryan Platz of Coon Rapids Police Department who is also on the State Advisory Program. Officer Platz opened up with this program does save lives. The last three years to over the 13, 000 trained, five lives were saved. The thing we are missing is the bystander help. Goal of this program is save lives. We are looking to educate the public on Sudden Cardiac Arrest awareness, the Good Samaritan Laws, Cardiopulmonary Resuscitation (CPR), Automated External Defibrillator (AED), and AED's for Public Access Defibrillation. Two months ago, we trained over 800 students at the high school here in St. Francis. We are not asking you for money, we are asking for your support. Orpen asked about the maintenance and purchase of the AED's. We do offer discounts on the purchase but we do inspect the AED's. The city incurs no cost. The only thing we do ask for is training facility again, no cost to the city except maybe some stickers to promote it on your signs. Brown thanked Officer Platz for his time. You need to know to where the AEDs are in buildings. All Cub Foods locations have one by their customer service center. Kane said I cannot say enough about this program. Years ago, when I got on the council we did not have any AEDs in our squad cars. We received donations, the city bought some and now all the squads have them. Officer Platz stated three minutes without care it can be over for someone. Orpen said I am totally for this program. Kohout said with our business inspections we do make note of who has them. Coon Rapids developed a map that shows all the locations of the AED's. Kane asked do you need a proclamation tonight. Officer Platz said you do not have to approve one tonight but I would like a proclamation of support. MOTION BY BROWN SECOND McCLISH TO BRING BACK TO THE COUNCIL MEETING A PROCLAMATION SHOWING SUPPORT OF BECOMING A HEART SAFE COMMUNITY. KANE WOULD LIKE A SECTION ON OUR NEWSLETTER SET ASIDE JUST FOR THIS TOPIC. MOTION AMENDED TO INCLUDE IN IN THE CITY'S QUARTERLY NEWSLETTER. Motion carried 5-0.

Public Works: Truck Replacement: Public Works Director Paul Teicher gave a report on a truck that is scheduled in the Capital Equipment Fund for replacement in 2016. Skordahl asked if the price sheet from Dodge of Burnsville was off the State Bid. Teicher said all our vehicles are typically off State Bid. MOTION BY McCLISH SECOND SKORDAHL AUTHORIZE STAFF TO PURCHASE A 4X4 REGULAR CAB 2016 Ram 2500 FROM DODGE OF BURNSVILLE OFF STATE BID FOR \$33,142 WHICH INCLUDES THE TRADE IN PRICE FOR THE 2002 CHEVY. Brown asked how many miles on the old Chevy. Teicher stated approximately 96,000 miles. Motion carried 5-0

Liquor Store:

Police: Permission to form an Eligibility List: Police Chief Jake Rehling was before the council is to create a new eligibility list that is now close to a year old. Earlier this evening

you hired our newest officer Christopher Bulera. MOTION BY McCLISH SECOND BROWN TO CREATE A NEW ELIGILIBTY LIST. Motion carried 5-0. Brown would like to keep this list renewed every year to keep it fresh. Chief Rehling introduced Christopher Bulera to the City Council. Rehling stated he will be starting tomorrow. The council welcomed Bulera.

City Administrator: Fourth of July Council Meeting Discussion: With the recent change of the City Code, allowing for the City Council the option to cancel a council meeting by resolution if they unable get a quorum or if there is nothing for the agenda. In checking with staff, we currently do not have anything for the agenda. Orpen said I don't think we should cancel meetings because being close to a vacation with Brown agreeing. The consensus of the City Council was not to cancel the July 5 City Council meeting.

9. **Report from Councilmembers:** Skordahl stated last year we kind of had an unorganized event for National Night Out for council and staff. What can we do to have a better ideas or presence this year? Some residents in our neighbor realized there are a number of coyotes in our neighborhood. If coyotes do become a problem, would this be a homeowner problem or can we get hire a contractor to trap. Something to think about. My last thing is I am concerned about the condition of County Road 72 southbound by the high school. Public Works Director Paul Teicher said he did talk to Anoka County staff and they will be doing a milling and overlay this year if not this year next along Rum River Blvd. (Cty Road 72). Skordahl asked about the stormwater post cards are you still taking them? Mulvihill said yes, we are still taking them and actually will be sending out reminder cards soon. If unpaid at the time we present the names of unpaid utility bills and invoices we will include the unpaid Stormwater fee as an assessment against the property.

Brown reminder that I will not be at the next city council meeting.

10. **Report from Mayor:** I had a very pleasant time last Thursday evening on WCCO Radio at Beef O'Bradys. I also attended the coronation of the St. Francis Ambassadors. They are a great group of young women. Several of us received certificates from King Boreas of the Winter Carnival and Minneapolis Aquatennial along with other royalty was there. I would really urge you to attend next year.

11. **Old Business:** Orpen said at the last EDA meeting we did ask about the rec center and if there was any more news. If the rec center doesn't move forward we should contact the county to expand the county library. It needs a new parking lot and expand the size of it. I think expanding the library would be easy to sell to the community. Kane said I don't think the rec center is dead. Feldman said Andover YMCA is expanding. Orpen said our community needs an expanded library.

12. **New Business:**

13. **Adjournment:** Mayor Kane adjourned the regular city council meeting at 7:09 pm.