

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

CITY COUNCIL MINUTES

July 18, 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), Consulting City Planner Nate Spark, Fire(Northwest Associated Consultants), Chief Matt Kohout, Public Works Director Paul Teicher, Police Sgt. Todd Schwieger, Community Development Director Kate Thunstrom, City Administrator Joe Kohlmann, and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY BROWN SECOND McCLISH TO ADOPT THE JULY 18, 2016 CITY COUNCIL AGENDA. Motion carried 5-0.
4. **Consent Agenda:** MOTION BY ORPEN SECOND SKORDAHL APPROVE THE JULY 18, 2016, CITY COUNCIL CONSENT AGENDA A-I AS FOLLOWS:
 - a. City Council Minutes –July 5, 2016
 - b. Acknowledge the URRWMO Unapproved Minutes of June 29, 2016
 - c. Enter into a Contract with ISD #15 for School Resourse Officers 2016-2017 School Year
 - d. Approve LMCIT Online Course PATROL subscription Agreement for 2016
 - e. Approve the Police Department Copier Lease Agreement
 - f. Approve the Routine Bobcat Buyback Program
 - g. Pay Request No. 12 for \$1,206,836.00 to Gridor Construction, Inc. for the Wastewater Treatment Facility Improvements
 - h. Hire Kristin Brown as a Part Time Liquor Store Clerk
 - f. Payment of Claims \$ 1,759,216.58 (ACH #156E-159E \$160,730.17 Check #70989-71092 \$1,598,486.41) Motion carried 5-0.
5. **Meeting Open to the Public:** Steve Feldman, 22766 Poppy Street, stated he went to a Oak Grove city council meeting regarding putting in stop signs on Poppy Street. After discussion of the Poppy Street stop signs, Oak Grove City Council tabled the installation of the stop signs for six months. They want to see how the roundabout will affect the traffic.

Jerry Tveit, 4561 232nd Lane NW, in light of everything know what is going on around the country extend my gratitude and grateful to our police and fire departments and emergency services. There is talk around town that why didn't prior councils contact Met Council for a regional wastewater facility, we did. About 4 to 5 years ago when East Bethel was putting in their system from Met Council. Our previous city administrator went to the Met Council and they were not interested at all. The previous administrations looked at a lot of options.

Joe Muehlbauer, 3459 228th Avenue, wants to encourage the citizens let their voices be heard and vote August 9, 2016 at the Primary.

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

a. **Rum River Bluffs:** Nate Sparks of NAC stated before us we have request for a final plat. BL Holdings LLC has made an application for a final plat for Rum River Bluffs 2nd Addition. Associated with the final plat is an easement vacation and development agreement. The plat is to allow for 39 single-family residential lots. In 2004, the City approved a Planned Unit Development plan and preliminary plat for Rum River Bluffs. The plan called for 91 single family lots and 24 detached townhomes. The development was considered to be a PUD due to the inclusion of the detached townhomes in the center of the plan. In 2006, the City approved the final plan of the PUD and the final plat of Rum River Bluffs, which platted 52 single family houses and 24 detached townhomes. The request now is to plat the 39 remaining preliminarily approved single family lots. The property being platted is Outlot A of Rum River Bluffs. If the Council finds the final plat to be consistent with the preliminary plat approval, it would be recommended to consider the resolutions approving the final plat and easement vacation and then the developer's agreement. The easement vacation requires a public hearing. The agreement stated that the costs would be due in 2019 or when the property is developed. In 2010 the agreement was clarified to take the estimated costs and divide it into an assessment for each anticipated lot within the development. The applicant, which is different than the original developer has requested that terms of this agreement be carried forward. This is represented in the development agreement. The lots will require payment of the assessment upon time of sale or in 2019, whichever is first. The utilities not installed as part of this earlier project are proposed to be installed, at this time. The development agreement has been modified slightly since the packet was distributed.

It is recommended that the final plat be approved with the following conditions:

1. The Applicant shall enter into a development agreement, as drafted by the City, which shall include the requirements described below as well as other relevant requirements of City ordinance or policy as may be modified by the City Attorney.
2. The Applicant shall address the comments of the City Engineer in the letter dated July 5, 2016.
3. The Applicant shall provide the City a letter of credit or other such securities to ensure completion of the proposed subdivision improvements.
4. The Applicant shall install the improvements within the property as shown on the plans reviewed as part of this application, except as may be modified herein, in the development agreement, or by the City Engineer.
5. All lots shall be subject to current City regulations related to landscaping.
6. Turn lanes shall be installed on Rum River Blvd in a manner approved by the City Engineer and Anoka County.
7. The Applicant shall pay a park dedication fee of \$97,500 in-lieu of park land dedication.
8. All comments by the City Attorney related to title issues and recording procedures shall be followed.

9. All deferred assessments related to the installation of improvements within the Property shall be the responsibility of the Applicant.
10. This final plat shall be recorded within 90 days of the date of this resolution or this approval shall be considered void, unless a written request for a time extension is submitted by the Applicant within said 90 days and approved by the City Council.
11. All fees incurred by the City regarding the processing and review of this application shall be paid by the Applicant, including but not limited to, the drafting and review of relevant agreements and documents and the review of construction plans. A final plat is the final approval necessary for the creation of new parcels to be sold.

1) **Final Plat Approval – Resolution 2016-35:** MOTION BY BROWN SECOND SKORDAHL TO ADOPT RESOLUTION 2016-35 A RESOLUTION APPROVING A FINAL PLAT FOR RUM RIVER BLUFFS 2nd ADDITION. Motion carried 5-0.

2) **Public Hearing - Easement Vacation Related to Final Plat-Resolution 2016-36 A:** In 2009, the City installed water and sewer mains in this portion of the project. The utilities are located within an easement on Outlot A that is being replaced by platted right-of-way. Therefore, the applicant is requesting the easement be vacated. The City and the property owner made an assessment agreement to cover the payment of this utility installation project. Mayor Kane opened the public hearing at 6:10 pm. Mayor Kane asked if there was anyone here to speak on the easement vacation related to the Rum River Bluffs Final Plat. With no public comment Mayor Kane closed the public hearing at 6:12 pm. MOTION BY McCLISH SECOND BROWN TO ADOPT RESOLUTION 2016-36 A A RESOLUTION APPROVING EASEMENT VACATION RELATED TO THE FINAL PLAT OF RUM RIVER BLUFFS 2nd ADDITION. Motion carried 5-0.

3) **Development Agreement:** A modified development contract has been handed out to the city council this evening. MOTION BY ORPEN SECOND McCLISH TO ACCEPT THE DEVELOPMENT AGREEMENT FOR RUM RIVER BLUFFS 2nd ADDITION. Motion carried 5-0.

7. **Ordinances & Resolution:**

a. **Ordinance 220, Second Series: Amending the Official City of St. Francis Zoning Map to Rezone Property at 3518 Bridge Street Associated with the East Village Final Plat to B-2, General Commercial- (Second Reading):** MOTION BY BROWN SECOND ORPEN APPROVING THE SECOND READING OF ORDINANCE 220 SECOND SERIES AMENDING THE OFFICIAL CITY OF ST. FRANCIS ZONING MAP TO REZONE PROPERTY AT 3518 BRIDGE STREET ASSOCIATED WITH THE EAST VILLAGE FINAL PLAT TO B-2 GENERAL COMMERCIAL. Roll Call: Ayes: Brown, McClish, Skordahl, Orpen, and Kane. Nays: None. Motion carried 5-0.

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

a. **Engineer:**

b. **Attorney:**

c. **Staff:**

Economic Development:

Public Works:

Liquor Store:

Police:

City Administrator:

1) Night to Unite: Night to Unite is scheduled for August 2 in Community Park. Just asking for some discussion on what role do you want us to take this year. Skordahl last year I was a brand new council member and wasn't sure if I should put my name tag on or not when I went. We should make ourselves more visible. Have our leadership show up. Our department heads don't have to stay late but I think it is important we do. Kohlmann said I too will make myself more visible. Not to take away but to join the other groups putting on the event.

2) Schedule a Work session: Kohlmann asked the council for some dates to hold a work session to discuss the letter from Oak Grove, 2017 budget and various housekeeping items. Skordahl said I would rather have it before a regular council meeting. Brown said I would rather have it an off night. Kane asked the council to send Joe some dates that would work.

9. **Report from Councilmembers:** Orpen said July 27 the community is invited to the St. Francis Lions Club Social at the American Legion starting at 6:30 pm. There will be a presentation by the St. Francis Community for Drug Awareness on the Mock Car Crash that was held at the St. Francis High School this year.

10. **Report from Mayor:** Mayor Kane said last Monday myself and City Administrator Joe Kohlmann met with Senator Benson and Speaker Daudt. There is a possibility we might be eligible for 8.8 million dollars. Senator Benson had been in touch with the Governor, PCA and potentially the PFA Benson's aid stated. They are talking with a lot of people to see if we can still get the funding. A special session looks like it may be held the third week of August. Kane said right now it looks hopeful. Kane would like a timeline from the finance director We gathered a lot of information for Speaker Daudt so he could take it with when he spoke with the Governor.

11. **Old Business:** Brown said when we get a date we will post the meeting, correct. Kohlmann said yes we would.

12. **New Business:** McClish said I have heard the microphones do not work very well. I would also like to see an upgrade with the visual too. There are residents that do view the meeting from home and the quality is rather poor. I understand it is the school's equipment but maybe we can contact them.

Kane said I have been reading lately that several cities to our south where they are passing ordinances on regulating the residency of predatory offenders. City Attorney Lepak said the other cities recently passed the ordinance but have not been tested. Skordahl asked if staff could gather data to see what we can do.

13. **Adjournment:** Mayor Kane adjourned the regular city council meeting at 6:27 pm.