

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

CITY COUNCIL MINUTES

September 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, and Chris McClish. Tim Brown excused. 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, Police Sgt. Todd Schwieger, City Finance Director Darcy Mulvihill, Community Development Director Kate Thunstrom, City Administrator Joe Kohlmann, and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY McCLISH SECOND SKORDAHL TO ADOPT THE SEPTEMBER 6, 2016 CITY COUNCIL AGENDA. Motion carried 4-0.
4. **Consent Agenda:** MOTION BY ORPEN SECOND McCLISH TO APPROVE THE SEPTEMBER 6, 2016, CITY COUNCIL CONSENT AGENDA A-G AS FOLLOWS:
 - a. City Council Minutes –August 15, 2016
 - b. Special City Council Minutes – August 12, 2016
 - c. Work Session Notes – August 7, 2016
 - d. Authorization Not to Waive the Statutory Tort Liability Limits to the extent of the coverage purchased with LMCIT
 - e. Authorize Mayor to send a letter to Oak Grove on Water Agreement
 - f. Pay Request No. 9 and Change Order No. 2 for \$253,260.15 to LaTour Construction for the Bridge Street Utility Improvement
 - g. Payment of Claims \$ 520,677.29 (Check #71241-71321) Motion carried 4-0.
5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:**
 - a. **Fire Fighter Tim Kizer: Badge Presentation:** Fire Chief Matt Kohout reported Tim Kizer joined the St. Francis Fire Department on May 18, 2015. Kizer attended the Anoka County Fire Academy spending over 300 hours for his initial training. This training included his fire, medical training and internal training. Fire fighters have a little over one year to complete their training. Mayor Steve Kane presented Tim Kizer’s wife Kristina the fire fighter badge that she pinned on Tim. Congratulations to Tim Kizer.
7. **Ordinances & Resolution:**
 - a. **Ordinance 224, Second Series: Authorizing the Sale of City Surplus Property to NSK Properties, LLC (32-34-24-22-0002) (Second Reading):** MOTION BY SKORDAHL SECOND McCLISH TO APPROVE THE SECOND READING OF ORDINANCE 224, SECOND SERIES AUTHORIZING THE SALE OF CITY SURPLUS PROPERTY TO NSK PROPERTIES, LLC. Roll Call Ayes: Skordahl, Orpen, McClish, and Kane. Nays: None. Motion carried 4 -0.
 - b. **Resolution 2016-43: Adjusting the Tax Levy for Bond Indebtedness:** MOTION BY ORPEN SECOND McCLISH TO ADOPT RESOLUTION 2016-43 A RESOLUTION ADJUSTING THE TAX LEVY FOR BONDED INDEBTEDNESS. Motion carried 4-0.

c. Resolution 2016-44: Providing Preliminary Approval of a Proposed 2016 Tax Levy, Collectible in 2017 and Setting Budget Hearing Date: Zero percent increase AND balanced budget. The public hearing has been set for December 5, 2016. MOTION BY McCLISH SECOND ORPEN TO ADOPT RESOLUTION 2016-44 A RESOLUTION PROVIDING PRELIMINARY APPROVAL OF A PROPOSED 2017 TAX LEVY AND SETTING BUDGET PUBLIC HEARING DATE FOR MONDAY, DECEMBER 5, 2016. Motion carried 4-0.

d. Resolution 2016-45: Proclaiming October as “ Domestic Violence Awareness Month”: MOTION BY KANE SECOND SKORDAHL TO ADOPT RESOLUTION 2016-45 A RESOLUTION PROCLAIMING OCTOBER AS “DOMESTIC VIOLENCE AWARENESS MONTH”. Motion carried 4-0.

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

a. Engineer: Salish Street Area Speed Limits-Resolution 2016-46:
Establishing a Speed Limits: At the August 15, 2016 City Council meeting the City Council requested the speed limits of Salish Street area south of Ambassador Blvd. and west of Pederson Drive/Navajo Street be reviewed. This requested was based on the concern of a resident in this area. Evaluation the street with the 300 foot spacing requirement. Based on the analysis conducted a resolution is presented before you changing the speed limits on the streets mentions. A map was part of the council packet with recommendation of placement and the speed limits in this area. The cost of these signs would be from the city’s street maintenance budget. Skordahl asked if the neighborhood he lives would qualify for a lower speed limit. Could you (Voge)do a speed analysis or inventory on each development or do we want to wait for residents to come in. Yes absolutely, Voge stated yes we can do that. Kohlmann said staff can come back with a report. McClish asked what is the cost of a speed limit sign. Teicher said \$47 per sign. MOTION BY McCLISH SECOND ORPEN TO ADOPT RESOLUTION 2016-46 A RESOLUTION ESTABLISHING SPEED LIMIT ON SALISH STREET NW BETWEEN AMBASSADOR BLVD NW AND 232nd AVENUE NW, 232nd AVENUE NW BETWEEN NAVAJO STREET AVENUE NW AND 235th AVENUE NW, 235th AVENUE NW BETWEEN SALISH STREET NW AND ONEIDA STREET NW, 234th COURT NW, 233rd COURTS NW, AND 233rd LANE NW BETWEEN ONEIDA STREET NW AND PEDERSON DRIVE NW. Motion carried 4-0. MOTION BY ORPEN SECOND SKORDAHL TO PLACE A CURVE WARNING SIGNS AND 25 MPH ADVISORY SIGNS IN ADVANCE OF THE CURVE AT SALISH STREET NW AND 232nd AVENUE NW FOR EACH DIRECTION. Motion carried 4-0.

b. Attorney:

c. Staff:

Community Economic Development:

Public Works:

Police:

City Administrator: Real Estate Broker Engagement: Staff received a proposal from Lakes Area Realty Inc. to be the City’s exclusive real estate broker for the following properties: 4201 St. Francis Blvd. NW; Crown 2nd Addition (North of the Bottle Shop); and Village East (East shop site). Lakes Area Realty has a history of working with governmental land. The contract would be in place for a period of six months, beginning on September 7, 2016. The broker fee is 7% of the selling price, if the City Council approves the sale. Staff created promotional materials and contacted dozens of potentially interested parties regarding

these properties with little or no interest. Staff believes engaging with a real estate broker will allow for greater exposure to the properties. Kane said if I am not mistaken this broker has a significant amount of experience working with other governmental agencies. Orpen asked did we go out for RFP's. No, they have done a lot with other communities. **MOTION BY SKORDAHL SECOND ORPEN TO APPROVE THE LISTING CONTRACTS FOR THE PREVIOUSLY STATED PROPERTIES.** Motion carried 4-0.

City Administrator Joe Kohlmann stated he and the finance director have been working with the PFA and talking it through with them on regarding funding for the wastewater treatment plant. In order to remain eligible to receive the six million dollars in grants, we will have to borrow the money and pay it back after the monies are received. There are a number of scenarios that have developed with in the last couple weeks. McClish said this is our only option in order to receive the six million dollar grant. Kane and Kohlmann have been in contact with Senator Benson, Speaker Daudt and Governor Dayton's staff. McClish said if everything works out good I would like to see our water and sewer rates looked at again. Skordahl said I wouldn't mind sitting down to see what we have learned through this whole process. Orpen asked would we be borrowing at a 20 or 30-year loan? Kohlmann said we would look at the options and come back to the city council with some recommendations.

9. **Report from Councilmembers:** Skordahl stated be patient with the roundabouts, they are almost done. Skordahl said this is late but I did stop at the water rescue the fire department training and enjoyed it.

McClish said in regards about the lighting on the roundabouts, will there be some. Public Works Director Paul Teicher stated yes there will be lighting in each of the roundabout and on both sides of the street.

McClish and Orpen attended the swearing in of the two new officers last week. Also congratulations to Fire Fighter Tim Kizer on receiving his badge tonight.

10. **Report from Mayor:** Kane stated of course I attended the Welcome Home Celebration of Kiana Eide. A very humble young athlete and according to her father she is still amazed of the whole event. I would also like to say nice job on the Pederson Drive upgrade, very nice and much safer.

11. **Old Business:** None.

12. **New Business:** Kane said I received a letter from a group of 45 different mayors to look at pedestrian and bike safety. We are being asked if we would like to join this group. McClish asked if there is a cost. Kane does not believe so but he would check. Council agrees to proceed if no cost.

13. **Adjournment:** Mayor Kane adjourned the regular city council meeting at 6:28 pm.