

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

CITY COUNCIL MINUTES

November 7, 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, Tim Brown and Chris McClish. 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, Acting Police Chief 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 BROWN SECOND McCLISH TO ADOPT THE NOVEMBER 7, 2016 CITY COUNCIL AGENDA. Motion carried 5-0.
4. **Consent Agenda:** MOTION BY ORPEN SECOND SKORDAHL TO APPROVE THE NOVEMBER 7, 2016, CITY COUNCIL CONSENT AGENDA A-D AS FOLLOWS:
  - a. City Council Minutes –October 17, 2016
  - b. Accept the Resignation of Fire Fighter Dylan Wicks
  - c. Embedded Systems Contract Renewal (Tornado Sirens)
  - d. Payment of Claims \$189,693.09 (Check #71552-71644)Motion carried 5-0.
5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:**
  - a. **MS4 Permit and Stormwater Utility Presentation:** City Engineer Jared Voge gave a power point presentation on the MS4 Permit and Stormwater Utility that was part of the council packet.
  - b. **Public Hearing: Certifying Assessments for Delinquent Utilities, Miscellaneous Invoices and Administrative Fines- Resolution 2016-55:** Finance Director Darcy Mulvihill reported the assessments before you are for unpaid utility bills, storm water fees, escrow account, and administrative citations. Mayor Kane opened the public hearing at 6:12 pm. Joseph Merrill, 24360 Yukon Street NW, said he had a question on the MS4 fee. Why not include it in the building permit application and charge it back on to the contractor. With no other public comment, Mayor Kane closed the public hearing at 6:14 pm. MOTION BY SKORDAHL SECOND ORPEN TO ADOPT RESOLUTION 2016-55 A RESOLUTION CERTIFYING ASSESSMENTS FOR DELINQUENT UTILITIES, MISCELLANEOUS INVOICES AND ADMINISTRATIVE FINES. Motion carried 5-0.
7. **Ordinances & Resolution:**
  - a. **Ordinance 225, Second Series: Authorizing the Conveyance of City**

**Surplus Property to State of Minnesota PID 32-34-24-22-0002 (First Reading):**

In August, the City Council approved an ordinance providing the sale for real property identified as PID 32-34-24-22-0002 to NSK Properties, LLC as purchaser and adjoining landowner. The conveyance was to be achieved through a quit claim deed to the purchaser after a review of the title on the property. Subsequent to the approval, the City was informed by the State of MN via Anoka County that there was an unrecorded conditional use deed attached to the property. This conditional use deed specified that the property was to be used as a public use for future roadway purpose. Since the City has not put the property to use as a road and does not have any plans to do so, the City is required to re-convey the property back to the State of Minnesota. The adjoining property owner can then request and potentially purchase the property from the State at public auction. MOTION BY BROWN SECOND McCLISH TO APPROVE THE FIRST READING OF ORDINANCE 225, SECOND SERIES AUTHORIZING THE CONVEYANCE OF CITY SURPLUS PROPERTY TO STATE OF MINNESOTA PID 32-34-24-22-0002. Roll Call: Ayes: Orpen, Skordahl, McClish, Brown, and Kane. Nays: None. Motion carried 5-0.

b. **Resolution 2016-56: Amending Resolution 2016-17 (Adding Exhibit B to Original Res.):** MOTION BY McCLISH SECOND ORPEN TO ADOPT RESOLUTION 2016-56 A RESOLUTION AMENDING RESOLUTION 2016-17 (ADDING EXHIBIT B TO ORIGINAL ORDINANCE). Motion carried 5-0.

c. **Resolution 2016-57: Appointing Additional Elections Judges for the General Election:** MOTION BY BROWN SECOND SKORDAHL TO ADOPT RESOLUTION 2016-57 A RESOLUTION APPOINTING ADDITIONAL ELECTION JUDGES FOR THE GENERAL ELECTION. Motion carried 5-0.

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

a. **Engineer:**

b. **Attorney:**

c. **Staff:**

**Community Economic Development: Monthly Report:** Community Development Director Kate Thunstrom gave a monthly update on activity in building, code enforcement and zoning permits. Thunstrom also stated the St. Francis Forward Survey is now available online and open until December 15, 2016. The 2016 Housing Performance Score with the Met Council has increased due to programs the city has in place.

**Bottle Shop:**

**Police:**

**Public Works:**

**City Administrator: Canvass Election Results:** MOTION BY SKORDAHL SECOND BROWN TO SET THE DATE AND TIME TO CANVASS ELECTIONS RESULTS FOR MONDAY, NOVEMBER 14, 2016 AT CITY HALL STARTING AT 5:00 PM. Motion carried 5-0.

9. **Report from Councilmembers:** Brown reminded people to get out and vote. I recently had the opportunity to meet a woman from a company that runs water and sewer maintenance for cities.

McClish thanked our reserves for working the Anoka Halloween Parade and for our St. Francis Ambassador program for participating. McClish stated if people have budget

questions please contact city staff and look on our website.

Skordahl wanted to thank staff for putting on the St. Francis Forward meeting. Nineteen citizens attended. We had a meeting the night before and it didn't come up at the council meeting. I know we have events listed on the bottom of the agenda but maybe we can move them up to under the Mayor's report.

10. **Report from Mayor:** Mayor Kane stated he was invited to a Cub Scout meeting last week. It is so fun to hear from them. I too attended the St. Francis Forward meeting. I was invited by the St. Francis Ambassadors to ride on the float for the Anoka Halloween parade. I even dressed up as a ninja turtle it was fun and very positive. I continue to send letters and have been trying to meet with the governor face to face regarding the six million dollar grant that didn't get passed during the regular session for our wastewater upgrade but have not been granted the opportunity. I would encourage everyone to send an email to the governor to help us receive this grant. We have Senator Benson and Speaker Daudt backing for this grant.

11. **Old Business:** None.

12. **New Business:** McClish read a letter to the mayor and city council indicating that he is resigning his position as a St. Francis City Council member and president of the St. Francis Eda committee effective immediately. McClish stated he is moving out of the city and will no longer be able to serve as a St. Francis Council member.

MOTION BY BROWN SECOND SKORDAHL TO ADOPT RESOLUTION 2016-58 A RESOLUTION DECLARING A VACANCY ON THE ST. FRANCIS CITY COUNCIL DUE TO THE RESIGNATION OF COUNCILMEMBER CHRIS McCLISH. Motion carried 4-0. McClish abstained.

13. **Adjournment:** Mayor Kane adjourned the Regular City Council Meeting at 6:29 pm.

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Barbara I. Held, City Clerk