

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

SPECIAL CITY COUNCIL MINUTES

December 12, 2016

1. **Call to Order:** The Special City Council meeting was called to order by Mayor Pro Tem Tim Brown at 4:00 pm.
2. **Roll Call:** Present were Mayor Pro Tem Tim Brown, Council members Richard Orpen and Rich Skordahl. Steve Kane excused. Also present were Council Elect Steve Feldman, Joe Muehlbauer, Robert Bauer, City Administrator Joe Kohlmann, and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY ORPEN SECOND SKORDAHL TO ADOPT THE DECEMBER 12, 2016 CITY COUNCIL AGENDA. Motion carried 3-0.
4. **Payment of Claims:** MOTION BY ORPEN SECOND SKORDAHL TO APPROVE THE DECEMBER 12, 2016, PAYMENT OF CLAIMS WHICH INCLUDES PAY REQUEST NO. 17 TO GRIDOR CONSTRUCTION FOR \$371,485. AND CHECKS #71805-71863 \$160,053.21 and ACH #175E-177E \$493,922.27. Motion carried 3-0.
5. **Sergeant Appointment:** Police Chief Todd Schwieger reported on November 21, 2016 City Council meeting, a motion was made and approved to accept internal letters of interest for possibly two sergeant positions within the police department. Four officers submitted a letter of interest for the sergeant position. Before interviews were scheduled, one officer respectfully withdrew his letter of interest for various reasons. Three applicants were interviewed on December 8, 2016; Brandon Stemme, Ryan Larson and Dan Allen. The top two candidates are Ryan Larson and Dan Allen. Chief Schwieger gave the background of the two candidates and the reasoning of promoting two at this time. Chief Schwieger said they would be starting at Grade 13, Step 4 on January 9, 2017. Discussion was held on what type of extra duties they would be doing. Chief Schwieger said they would help with administrative duties and still would take calls and patrol depending on the schedules. MOTION BY ORPEN SECOND SKORDAHL APPROVING THE SERGEANT APPOINTMENTS OF RYAN LARSON AND DAN ALLEN. Motion carried 3-0.
6. **Interview Council Applicants and Fill Vacancy:** The City Council asked each applicant five questions with a chance at the end for them to say any closing remarks. The interview schedule went as follows: Jerry Tveit, Jeff Sandoval and Sarah Udvig. Jeff Sandoval went before Sarah Udvig due to a schedule conflict Sandoval had and Udvig agreed.

After the Council interviewed the candidates, the council members scored each answer and handed them to Joe Kohlmann for him to tally the points. After the points were added up the results were; Jerry Tveit, Jeff Sandoval and Sarah Udvig.

The current council briefly gave their reasoning for their rating. Discussion pursued with the current council and Mayor-elect Steve Feldman. After the discussion, the council stayed with their decision.

MOTION BY ORPEN SECOND SKORDAHL TO FOLLOW THE POINTING FROM THE INTERVIEWS AND APPOINT JERRY TVEIT TO FILL THE VACANCY CREATED WITH THE RESIGNATION OF CHRIS McCLISH. Motion carried 3-0.

7. **Adjournment:** MOTION BY ORPEN SECOND SKORDAHL TO ADJOURN THE SPECIAL CITY COUNCIL MEETING AT 4:59 PM. Motion carried 3-0.

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Barbara I. Held, City Clerk