

CITY OF ST. FRANCIS
ST. FRANCIS MN
ANOKA COUNTY

CITY COUNCIL MINUTES
JUNE 19, 2017

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE**

The regular City Council meeting was called to order at 6:00 pm by Mayor Steve Feldman.

2. **ROLL CALL**

Members present: Mayor Steve Feldman, Councilmembers Jerry Tveit, Joe Muehlbauer, Robert Bauer and Rich Skordahl. Also present City Attorney Scott Lepak (Barna, Guzy & Steffen), City Engineer Craig Jochum (Hakanson Anderson), City Administrator Joe Kohlmann, Community Development Director Kate Thunstrom, Police Chief Todd Schwieger, Public Works Director Paul Teicher, Liquor Store Manager John Schmidt, Finance Director Darcy Mulvihill, and City Clerk Barb Held.

3. **APPROVAL OF AGENDA**

MOTION BY TVEIT SECOND SKORDAHL TO APPROVE THE AGENDA AS PRESENTED. Motion carried 5-0.

4. **CONSENT AGENDA**

MOTION BY MUEHLBAUER SECOND BAUER TO APPROVE THE CONSENT AGENDA ITEMS A-J AS FOLLOWS:

- A. City Council Minutes – June 5, 2017
- B. Terminate Liquor Store Clerk Lacey Levitt
- C. Habitat for Humanity of MN; 7-day, 500-mile Fundraiser Bike Ride through St. Francis, July 13th
- D. TNT Fireworks – Temporary/Seasonal Outdoor Sales 6/20-7/5 County Market Parking Lot
- E. Pay Request No. 23 for \$98,824.00 to Gridor Construction for the Wastewater Treatment Improvements
- F. Hire Lyle Hearn as a Full Time Police Officer contingent on passing all testing requirements and starting at Step 2 of the Police Officer Pay Scale
- G. Consideration to Hire Zachary Goers, Jason Hughes, William Newstrom and Brent Wentworth as Paid On-Call Fire Fighters contingent on passing all testing requirements
- H. MN Dept. of Labor & Industry – Municipal Delegation Agreement for Building Code Administration on Public Buildings & State Licensed Facilities
- I. Work Session Notes – June 13, 2017
- J. Payment of Claims \$471,009.30 (ACH 196E-198E \$223,965.68 and Checks #72645-72712 \$247,043.62)

5. **MEETING OPEN TO THE PUBLIC**

- A. None

6. **SPECIAL BUSINESS**

- A. Ehlers & Associates – G.O. Capital Improvement Plan Bonds, Series 2017A – Res. 2017-15 – Nick Anhut of Ehlers and Associates here before you tonight regarding \$7,005,000 General Obligation Capital Improvement Bonds, Series 2017A. The Pre-Sale documents were in the packet. The proposed issue includes financing for the City to acquire the EDA's public works facility and execute a full net cash refunding of the EDA's Lease Revenue Bonds, Series 2012A. Interest rates are lower now than when you started the facility. Projecting over 1.5 million of savings over the next 19 years of the bond. Briefly went over the calendar of events. Looking to award the bids at the July 17, 2017 City Council meeting.

Feldman asked about the first call date. Anhut would recommend a 9.5 year call date for the refunding Bonds, so in 2027 would be the first call date.

Soliciting for bids right after the Fourth of July holiday. The morning of July 17th is when we would sell the bonds and bring the information to the Council meeting that evening.

Consensus of the full council to move forward. Feldman said thank you and welcome to the City.

MOTION BY TVEIT SECOND MUEHLBAUER TO ADOPT RESOLUTION 2017-15 A RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS, SERIES 2017A, IN THE PROPOSED AGGREGATE PRINCIPAL AMOUNT OF \$7,570,000. Motion carried 5-0.

7. **PUBLIC HEARINGS**

None

8. **OLD BUSINESS**

- A. Ordinance 229, Second Series – Text amendments to certain sections (Second Reading) - MOTION BY SKORDAHL SECOND TO APPROVE THE SECOND READING ORDINANCE 229, SECOND SERIES AN ORDINANCE AMENDING SECTIONS: 1-1-2-C, 2-2-2, 2-2-3-B, 2-3-2,-7-2-A, 2-7-2-B, 2-7-2-C, 2-7-3-A, 2-7-4-E-1, 2-7-4-E-2, 2-7-4-F-1, 2-10-1, 3-3-8-F, 3-3-9-B, 4-5-1, 6-1-3-A, 6-1-3-D, 6-1-5-B, 6-1-5-F, 6-1-11, 6-6-4-B, 6-1-3-A, 6-1-3-D, 6-1-5-B, 6-1-5-F, 6-1-11, 6-6-4-B, 6-6-4-E, 7-2-1-C, 7-2-1-D, 7-2-1-E, 7-2-3-B, 7-2-3-D, 7-2-3-E, 7-2-3-F, 7-2-5-B, 7-2-5-C, 7-2-5-D, 7-2-6-A, 7-2-6-E, 7-4-4-B, 8-2-3-B, 8-3-1-C-1, 8-3-1-R, 8-3-1-V, 8-7-2-B, 8-7-2-C.

Roll Call: Ayes: Bauer, Skordahl, Tveit, Feldman and Muehlbauer. Nays: None. Motion carried 5-0

- B. Resolution 2017-16 Authorizing the Summary Publication of Ordinance 229, Second Series - MOTION BY TVEIT SECOND SKORDAHL TO ADOPT RESOLUTION 2017-16 AUTHORIZING THE SUMMARY PUBLICATION OF ORDINANCE 229, SECOND SERIES. Motion carried 5-0.

9. NEW BUSINESS

- A. Seal Coating and Crack filling – Public Works Director Paul Teicher stated in your packet for consideration are two bids for the seal coating and crack filling project. The quotes are from Bargaen Inc. and Morris Sealcoat. We will be doing a small area of District 1 in 2017 which has been identified to be done in order for the conditions to remain adequate until the next maintenance cycle (6 years). District 2 will be done in 2018. If we do not complete this area of District 1 we would have to wait six years and this is a budgeted item. Skordahl asked about the estimates. Are we going to see a large increase when they come out? Teicher said they come out and measure to be able to give us a quote and are usually very close but sometimes it is a little higher and some a little lower. Bauer asked what was done by Bargaen Inc. as they are in our claims for payment. Teicher said that is for pot hole filling before Pioneer Days. Feldman asked if we had good experience with this company. Teicher said yes. Tveit asked if the city gets to keep the chips/rock cover that gets swept up after seal coating. Teicher stated yes we do keep them and use them in the winter.

MOTION BY TVEIT SECOND BAUER AUTHORIZE STAFF TO HIRE BARGEN INC FOR THE PURPOSE OF CRACK FILLING IN THE AMOUNT OF \$18,187.00 AND SEALCOATING IN THE AMOUNT IF \$60,200.00. Motion carried 5-0.

- B. Riverbank Lane/Kings Hwy Street Improvement- Ordering Feasibility Study – Resolution 2017-17 – City Engineer Craig Jochum stated last week council held a work session to discuss potential improvements to Kings Highway and Riverbank Lane. General direction of the council was to move forward with a feasibility study. A resolution is before you for consideration to prepare a feasibility study. Feldman said we had good participation at the work session.

MOTION BY BAUER SECOND MUEHLBAUER TO ADOPT RESOLUTION 2017-17 A RESOLUTION ORDERING THE PREPARATION OF A FEASIBILITY STUDY FOR THE RIVERBANK LANE KINGS HIGHWAY IMPROVEMENT. Motion carried 5-0.

- C. Nixle Alert System – Police Chief Todd Schwieger explained the Nixle Mass Notification System and why this is coming before the City Council for consideration. With the two different water emergencies the City of Blaine encountered in early 2017, they held a meeting on how they notified residents. After meeting with City Administrator Joe Kohlmann we felt it could be very beneficial to have a mass alert capability to notify residents in emergencies.

Staff requested demonstrations from both Nixle and Civic Ready. After the presentations and receiving quotes from both companies, staff felt Nixle was a better fit for St. Francis. This alert/notification system could alert residents through many different avenues including email, land line, cell phone text messages, voice calls and social media. The notifications could be sent out to warn residents of any emergency or situation including but not limited to storm events, road closures, evacuation routes, missing persons or imminent threat situations. The system would be utilized as a tool to feed the public with information or reminders of non-emergency type events on an as needed basis. The system would allow us to communicate with residents through many different means instead of being limited in our ways to disperse information. The quote from Nixle was \$4,250 per year with a one-time setup fee of \$500. Civic Ready was more expensive and didn't offer some of the features that Nixle offered. Schwieger stated he also spoke with ISD #15 IT Department about Shout Point which is the notification system the school district uses. After speaking with the staff member about Shout Point it was realized that the Shout Point system may be more expensive to use than either Nixle or Civic Ready.

Feldman said I commend you for going out and looking for this. It enhances our website. We need to communicate better and branching out with different ways.

Tveit said I have always been impressed with the school district with the automated phone calls to notify people of events. I liked this type of system.

Muehlbauer asked is there a contract. Kohlmann said they didn't really say anything but a yearly fee for participating.

Bauer said I don't think this is a good idea. We are not Blaine, quit spending, we don't even have our new website up and running. We need to get our residents involved.

Skordahl said it is good to have something very useful like this but who is the gatekeeper. Who decides what goes out? Let's make sure we don't confuse people by signing up and they don't know what they are signing up for. Let's do it right.

Feldman asked when would you want to institute this. Schwieger said as soon as possible. Feldman said we have had a website that has been lacking in many ways. Getting people involved one part of the bigger picture. Good investment and I appreciate Bauer's concern.

Tveit asked how long is the quote for, could we wait until our website is up and running. Schwieger said I can't give you an exact date of how long the quote is good for. Tveit stated I am still for this.

Feldman said I would like to have it go out the same time as the new website. Schwieger said you never know when an event will happen but can wait if you want to. What I like about this you have all types of social media you can notify the people. Schwieger said you can customize how and what you receive. Nixle is used by a lot of different public agencies.

Skordahl said I would like to get this rolling. If website isn't up until sometime in August, the Night to Unite is August 1st. Maybe we can bring the laptop out and show people how to use it. Kohlmann said I believe you can add this to our current website, a link directs you to their sight.

MOTION BY TVEIT SECOND SKORDAHL TO AUTHORIZE STAFF TO ENTER INTO THE AGREEMENT WITH NIXLE. Motion carried 4-1. Bauer voting nay.

Potential Appointment of Fire Chief Report – On May 25th six applicants were interviewed for the fire chief position. At this evenings work session the council discussed the appointment.

MOTION BY TVEIT SECOND FELDMAN TO APPOINT DAVID SCHMIDT AS THE FIRE CHIEF FOR THE ST. FRANCIS FIRE DEPARTMENT. Motion carried 4-1. Bauer voting nay.

- E. MN PFA Amendments - Feldman explained that the City did receive more than expected. The City originally was hoping to secure \$3 million for the Point Source Implementation Grant (PSIG) and approximately \$4 million in Wastewater Infrastructure Funds (WIF) grant funds. The new allocation formula resulted in the City receiving \$7 million in PSIG funds and \$1,972,371 WIF grant funds for a total of \$8,972,371. We will be looking at a new rate study after we receive the money. Long time coming said by the council.

MOTION BY TVEIT SECOND BAUER TO ENTER INTO THE PUBLIC FACILITIES AUTHORITY (PFA) LOAN AGREEMENT AMENDMENTS. Motion carried 5-0.

- F. 22708 Rum River Blvd. – City Attorney Scott Lepak said the home at 22708 Rum River Blvd had a fire on or about February 23, 2012. The home sustained serious fire damage that created a hazardous condition and nuisance. An outside contractor conducted a residential structural inspection on September 17, 2012. Citations were issued and eventually was heard by a third party administrative hearing officer on June 2, 2014. As noted in the memorandum, the outcome of the administrative hearing officer was “it is time for the house to be demolished”. Home owner was in a disagreement with the insurance company and was getting ready for a trial. Demolition of a home is something you don't take lightly. A detailed report was provided for you in the packet. It has not been habited since 2012. Staff is seeking direction on:

1) Whether it should seek entry into the house (by consent or, upon refusal by seeking an administrative search warrant) to determine present condition; and

2) Whether, in the event that the conditions outlined in the prior inspection report remain or have experienced subsequent deterioration so the house is no longer habitable as a dwelling or is no longer useful for any other purpose for which it may have been intended, City staff should initiate proceedings to demolish the house

Discussion was held on the time frame, utilities and the current condition of the home, whether there is a safety issue.

Direction to Lepak was to move forward and contact the property owner for demolition.

10. **MEETING OPEN TO THE PUBLIC**

A. NONE.

11. **REPORTS**

A. Public Works Department Monthly Reports – Feldman said I like these reports. Operation of the new wastewater facility is working very well. Landscaping will start soon. Muehlbauer said I just want to stress to the residents that just because wipes say flushable, it is not a good idea.

Feldman said I had a tour of the facility. Do I think some of the things should have been done different, yes. Done financially different, yes. But I have been impressed with staff that you have running it. I only want water rates to go down.

B. Councilmember Reports-
Skordahl - enjoy Fourth of July 4th be responsible and safe. Liquor Store will be open Sunday, July 2nd for the first time.

Bauer - ISD 15 is having a work session here at 6:00 to talk over the new bond questions. What you were for what you against, let them know

Muehlbauer - thanked everyone who helped with Pioneer Days. Also said important for everyone in the district to be involved with the school board, be informed and communicate.

Tveit - keep your eyes open and watch out for kids, schools out.

Feldman - I worked with the public works department Saturday of Pioneer Days.

