

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
NOVEMBER 18, 2019
ST FRANCIS AREA SCHOOLS DISTRICT OFFICE
4115 Ambassador Blvd NW
6:00 PM

1. Call to Order / Pledge of Allegiance
2. Roll Call
3. Adopt Agenda
4. Consent Agenda
 - A. City Council Minutes – November 4, 2019
 - B. City Council Work Session Notes – October 23, 2019
 - C. Woodhaven Expansion Letter of Credit Reduction
 - D. Acknowledgement of MN Gambling Permit for Fast Break Saints-Bingo on 01/18/2020 @ SF Am. Legion
 - E. Establishing Precinct & Polling Locations for 2020 – Resolution 2019-51
 - F. Pay Estimate No. 1 to Ferguson Waterworks for 2019 Water Meter Replacement Project
 - G. Pay Estimate No. 1 to Astech Corporation for 2019 Street Rehabilitation Project
 - H. 2020 Squad Purchase Update/Amendment
 - I. Payment of Claims
 - J. City Council Work Session Notes – November 13, 2019
5. MEETING OPEN TO THE PUBLIC
6. SPECIAL BUSINESS
7. PUBLIC HEARINGS
8. OLD BUSINESS
 - A. Nuisance Abatement – Smith/O'Reskie, 22708 Rum River Blvd. Resolution 2019-52
 - B. Ordinance 256 Second Series: Amending Fee Schedule (First Reading)
9. NEW BUSINESS
10. MEETING OPEN TO THE PUBLIC
11. REPORTS
 - A. Department Reports – Public Works Department Monthly Report
 - B. Councilmember Reports -
 - C. Upcoming Events –
 - Nov 20 Planning Commission – Cancelled
 - Nov 20 Tree Lighting @ Woodbury Park 6:30 pm – 8 pm
 - Nov 28 & 29 Thanksgiving Day – City Offices Closed
 - Dec 2 City Council Meeting @ St. Francis Area Schools District Offices 6:00 pm
12. ADJOURNMENT

CITY OF ST. FRANCIS
ST. FRANCIS MN
ANOKA COUNTY

CITY COUNCIL MINUTES

NOVEMBER 4, 2019

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 Kevin Robinson, Joe Muehlbauer and Sarah Udvig. Robert Bauer excused. Also present; Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), City Engineer Craig Jochum (Hakanson Associates, Inc.), City Administrator Joe Kohlmann, Community Development Director Kate Thunstrom, Police Chief Todd Schwieger, Fire Chief Dave Schmidt, Public Works Director Paul Teicher, Liquor Store Manager John Schmidt, and City Clerk Barb Held.

3. **APPROVAL OF AGENDA**

MOTION BY MUEHLBAUER SECOND UDVIG APPROVING THE REGULAR CITY COUNCIL AGENDA. Motion carried 5-0.

4. **CONSENT AGENDA**

Mayor Feldman asked to pull item 4E. from the consent agenda for further comments from the Public Works Director Paul Teicher.

MOTION BY ROBINSON SECOND MUEHLBAUER APPROVE THE CONSENT AGENDA ITEMS A-D and F AS FOLLOWS:

- A. City Council Minutes – October 21, 2019
- B. Embedded Systems Contract Renewal for 2020
- C. 2020 Squad Care Purchase/Replacement
- D. Hire Catherine Hauan as a Part Time Liquor Store Clerk
- E. ~~2020 Residential Recycling Agreement with Anoka County~~
- F. Payment of Claims \$138,393.99 (Check #'s 76594-76661)

E. **2020 Residential Recycling Agreement with Anoka County**

Teicher reported Anoka County asked us to pull this from the agenda due to a miscalculation of our tonnage for 2020. Likely will have the new number next week. Council can either approve the agreement contingent upon receiving the new tonnage number and inserting them in the existing agreement, or we can place this on the next City Council agenda.

MOTION BY SECOND APPROVING THE 2020 RESIDENTIAL RECYCLING AGREEMENT WITH ANOKA COUNTY CONTINGENT UPON RECEIVING AND INSERTING THE NEW TONNAGE TOTALS FOR 2020. Motion carried 4-0.

5. **MEETING OPEN TO THE PUBLIC** Due to a scheduling conflict with the Boy Scout Troup Mayor Feldman move Special Business to before Meeting Open to the Public.

6. **SPECIAL BUSINESS**

- A. **Recognition of Eagle Scouts:** Jacob Lane
Dillion Nagel

Mayor Feldman presented a certificate to both Jacob Lane and Dillion Nagel for outstanding achievement and exceptional leadership ability as evidenced by your attainment of Eagle Scout award. Congratulations Jacob and Dillion.

- B. **Fire Chief Dave Schmidt – Fire Officer of the Year Award for Cities under 10,000 in Population**

Mayor Feldman stated he is also honored to present this next award. Fire Chief Dave Schmidt was chosen by a third party committee on a unanimous decision to be awarded the Fire Officer of the Year Award for Cities under 10,000 in Population. Congratulations Dave.

5. **MEETING OPEN TO THE PUBLIC**

- A. **Dallas Muun, 4461-236th Lane,** I have a track in my back yard and have a pit bike and my one neighbor also uses it. My other neighbor is complaining about me and boarding on harassment.

Feldman asked Chief Schwieger what can we do here. Chief Schwieger stated when the police department receives a call for service they have to respond. To my knowledge, he has not received a citation. Don't see much changing. Decibels levels are set by the State.

Feldman ask how is your working relationship with your neighbor. One neighbor rides with me. I have only had issues with Gary (Janisch). Muun said he has tried to work with him.

Community Development Director Kate Thunstrom said there is not a lot the city can do. We did tell Gary what the ordinances are, looked at lot lines, erosion, noise, and his easements.

Muehlbauer asked legal is there anything he can do. City Attorney Dave Schaps said it is a private matter.

Thunstrom said what Dallas is using his yard for is allowed at this time. Gary (Janisch) does have room for a fence.

Feldman said we appreciate you are trying to work with him. Feldman said there is really nothing we can do.

Robinson I am for property rights and to be able to do things.

Udvig, thank you for being considerate to your neighbor and trying to work with him. Sorry it is an inconvenience.

Feldman said what if myself, city administrator, you and Gary all get together to discuss this further. I will reach out to Gary.

7. **PUBLIC HEARING**

A. Assessment Public Hearing: Certifying Assessments for Delinquent Utilities, Miscellaneous Invoices and Administrative Fines: Resolution 2019-50

City Administrator Joe Kohlmann reported on what provided to the city council . I includes a list of Delinquent utility bills, storm water fees, miscellaneous invoices and administrative citations. Before any action is taken the council needs to take public comment.

Mayor Steve Feldman opened the public hearing 6:19 pm. Closed the public hearing at 6:19 pm after no public comment.

Feldman said he is disappointed with the unpaid stormwater fees. We are just the stewards of implementing and collecting the fee. Kohlmann said the amount total is consistent with last years.

Udvig protesting something we can't control.

Muehlbauer asked if the past due utilities consistent too. Kohlmann was not sure.

Robinson asked about the consistency of certain neighborhoods not paying the fee.

Feldman said they are notified multiple times. The MS4 amount is an unfunded mandated fee. Some cities put it in the levy. We just put it out there. Some neighborhoods already benefited from this fund. Feldman said we are forced to do these abatements. Rather see they pay it.

MOTION BY MUEHLBAUER SECOND ROBINSON TO ADOPT RESOLUTION 2019-50 A RESOLUTION AUTHORIZING AND DIRECTING CERTIFICATION F MUNICIPAL UTILITY SERVICES, MAINTENANCE OF PRIVATE PROPERTY, ADMINISTRATIVE CIVIL NOTICE FEES, AND REPAIR OF LEAKS AS A LIEN UPON PREMISES. Motion carried 4-0.

8. **OLD BUSINESS**

None

9. **NEW BUSINESS**

None

10. **MEETING OPEN TO THE PUBLIC**

None

11. **REPORTS**

A. **Department Reports –**

1. **Fire Department Quarterly Report**

Fire Chief Dave Schmidt gave an overview of the fire department report. Third quarter the fire department responded to 117 calls for service, call volumes have increased since last year of approximately 23%. Just this last year we went over 416 calls for service with two-months left in the year. Third quarter a little reduction to call attendance which has to do with the summer months and vacations. Chief Schmidt also went over the types of calls, response time and calls by day of week.

Feldman said response time has decrease since 2017. Schmidt said there are variables because of the layout of the city.

Muehlbauer good report.

Robinson good report. Robinson asked about the number of people responding.

Schmidt said there are standby number firefighters that show up but do not go out on an apparatus. First five people through the door go on the vehicle or however many we can staff the vehicle, up to five.

Udvig excellent report.

2. **Public Works Update:** Public Works Director Paul Teicher gave some verbal updates. Update on Oak Grove sewer connection happened last Thursday and received payment. No noticeable change.

Crosswalk lights on Pederson should be happening next week. Some miss communication at Connexus Energy that caused a delay.

948 meters completed 147 scheduled of the total 1735 total in the meter change out program. Feldman said with these new meters we will be more efficient in our readings, better service and customer service. Keeping current with technology, preventive and proactive.

In regards to the Anoka County Recycling SCORE funding, we do ask for the max. Teicher said yes.

B. **Councilmember Reports-**

Udvig – attended the October 28 school board meeting safe routes to school grant program will be applied for this year. Saturday attended pancake breakfast SFHS fundraiser.

Robinson – nothing to report.

Muehlbauer- attended joint fire enforcement council.

Feldman - November 11 city offices closed. Please signal your turn in the roundabout. Bring your concern or issue to us, not on Facebook. We are here to serve you but you have to work with us.

Appreciate Dallas coming forward. Thank you to all the Eagle Scouts. Glad and proud to hand out certificates. Thank you to all staff.

C. Upcoming Events -

Nov 11 Veterans Day – City Offices Closed

Nov 13 City Council Work Session @ City Hall 5:30 pm

Nov 18 City Council Meeting @ St. Francis Area Schools District Offices 6:00 pm

12. **ADJOURNMENT**

There being no further business, Mayor Feldman adjourned the regular city council at 6:41 pm.

Barbara I. Held, City Clerk

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

CITY COUNCIL WORK SESSION NOTES
OCTOBER 23, 2019

1. **Call to Order/Roll Call**

The Work Session was called to order at 6:00 pm by Mayor Steve Feldman.

Roll Call: Present were Steve Feldman, Kevin Robinson, Robert Bauer and Sarah Udvig. Joe Muehlbauer excused. Also present were City Administrator Joe Kohlmann, Public Works Director Paul Teicher and City Engineer Craig Jochum. Business representative of County Market, Jeff Kearney.

2. **Discussion with MnDOT on the Hwy 47 Corridor Improvement**

MnDOT representative Melissa Barnes, North Metro Area Manager along with Beth Engum, Senior Project Manager working with MnDOT and Bill Klingbeil, Roundabout Design Specialist of Kimley-Horn introduced themselves.

Barnes said at the last council meeting we attended there were a number of questions and concerns. So we thought we would come back and talk through those and update the council on what we heard from the public open house. Plus give an update on the schedule.

Barnes went through a power point presentation. First off, the reason we came out here was with a problem statement. At the first open house we asked people what are the problems on Hwy 47. We heard a lot the speeds are too fast, people use it as a passing zone, we need to have people to be able to walk and bike safely across Hwy 47, plus people having trouble getting onto and off Hwy 47 especially during the peak hours. Heard that Hwy 47 doesn't fit the community. What we heard from you (council) agreement with two lanes, heard a desire of traffic signals at Pederson Drive and 233rd Avenue, slow down Hwy 47 traffic, people are not crazy about the reduce conflict intersections, safety of an underpass, question what is a safest pedestrian crossing, concern about public safety vehicles using roundabouts, and roundabout impact to businesses. One of the questions, was the Kwik Trip traffic analysis included in the study, yes it was. Another thing is traffic signals are not warranted and they also won't work here. Traffic signals won't come in as a solution because we know they actually operate worse than what is out there today and will operate worse than roundabouts. Signals don't slow traffic. I did speak with our traffic engineers about putting roundabouts on both ends and signals in the middle. They said they believe the speed will actually go up to about 50 mph. So we worked to get it down to 45 mph and they think they would go back up. Most of the fatalities happen at signal intersection, so we know that speed kills. If the speed goes up that is where we get out fatalities at high speed signaled intersections. We also looked at the speeds if we put in roundabouts.

They would actually help speeds lower around the corridor. RCI's proposed would not be signalized. With all the negative feedback from council, businesses and people not liking the RCI's I think we are pretty comfortable that there would not be a RCI put in at this point. We did talk about underpass safety and we did receive a lot of mixed feedback about whether or not an underpass is necessary, what it would mean for maintenance. I think that is more of a conversation between the council and school district. As to what the preference is for a tunnel or not. MnDOT feels roundabout provides a safe crossing and a tunnel doesn't really solve the problem. There was also questions about safe pedestrian crossing at a roundabout. Sometimes people hesitate; maybe they don't look the right direction. There are things we can do to help with that. We can talk about intersection lighting, flashing lights, offset them to give people little more space for people that are walking. Also heard there might need to be additional education. That is something we can bring to the table. There are a number of ways and places we can help push out information such as schools, community functions, etc. The other benefit with roundabouts and pedestrian safety is that they have wide medians, with traffic going one direction at a time. Slower speeds and less conflict points means less risk. There likely still be crashes at roundabouts but so much less likely they will get seriously hurt. It is a risk base calculation. In regards to trucks and emergency vehicles, roundabouts are designed to accommodate larger vehicles. Roundabouts impact of businesses; reduces the speed, easier and faster for people to turn off and on to Hwy 47. We spoke to businesses at an open house and called 42 but only heard back from 22. Of the 22, 16 supported the roundabouts. Some didn't really know and a couple were against roundabouts. So the majority supported or really didn't have an opinion or maybe didn't care. Kwik Trip thought a roundabout would be an improvement. We met with Bob and Jeff of County Market as well. We gave them some examples of other places where grocery stores have roundabouts in front of them. We also met with some students and staff at the middle and high schools. We heard again everyone liked reducing Hwy 47 to two lanes was very popular. We also heard that students don't feel safe crossing at the temporary signal. The high school students and teachers were very supportive of roundabouts. They think the ones on Bridge Street work very well but agree there needs to be more education for drivers and walkers. We went to the Anoka County Transportation committee they were supportive of the three roundabout concept. We attended the senior meeting, they were very supportive of the four roundabout option. Regarding the online survey and the open house. We heard mixed feelings but a strong dislike for the reduce conflict intersections. Continued theme was slowing traffic and pedestrian safety. We haven't gotten around to cost at all. We can talk about the different grant funding. We can help put the applications together especially the ones that have to come from the local entity. Those grants can take a lot of the time but can pay for the city's portion, if enough grant money is acquired. Little chance the city would receive a grant money for a traffic signal(s). I think that was experienced on Bridge Street when they first tried for grant money with a signal included. You can get grant money for roundabouts because they work so well for safety and mobility.

Mayor Feldman said there was a traffic signal on Poppy Street and Bridge Street but it did come down to the funding. That traffic is not any different on Poppy Street now with the roundabout in versus the traffic light. They use it as a short cut. I want to thank MnDOT for everything you have done. It is a no win for you and understand there are

bosses above you who will make the final decision. Commend you(Melissa) and Beth for all the work, time and patience you put into this.

Barnes stated she kind of wanted to go over a schedule. By December, we need to select an idea on what we will move forward with developing a layout. We will need to work through aesthetics, cost, getting grant funding going, tweaks to the layout regarding the trails/sidewalks, accesses, and environmental process. We had a very compressed schedule to do this in 2021, so now we are looking more at 2022. But we do need to start making some decisions even to start in 2022. We are hoping for a recommendation from the council tonight on what option has any viability to move forward. Once we receive your recommendation, we would move forward with the design work. Thank you for inviting us tonight.

Udvig said she is glad to hear about the removal of the RCI's. Still have concerns about the roundabouts. After the homecoming football game kids were scared to cross at the roundabouts. Because people are in a hurry to leave. I think the tunnel is out too. Talking with staff and kids at the middle school, they agree. Saying Kwik Trip is in agreement with a roundabout. I think anything would be better than what is there now. Question about improvement versus ideal. I worry about the Hwy 47 corridor. Is it going to make or break our city? If people don't like that corridor they will find other ways to get around. They won't be stopping at our shops, gas stations. That is what happens if people don't like the road. My main concerns. I think flashing signs that a roundabout is approaching will help. But I would like to thank you for all the time and listening to people you did. After the temporary signal went in, I went out there to be a crossing guard because my schedule at the time allowed me to do that. My schedule does not allow be any more Kids do feel safer when an adult is there.

Bauer said I want to start out by saying our city has a lot of east west traffic. Businesses on the west side and residential on the east side. My biggest concern is getting them to the business district. I have brought this up many times, crosswalks and pedestrian crossing of Hwy 47 can be reduced. I would like doing some right out and right in turn lanes with the least amount of conflict points. Would like pedestrians to cross at a specific point. Not sure if we need to do this on all of the roundabouts. Bill Klingbeil of Kimley Horn stated bigger is not always better with roundabouts. Are we unique with pedestrian crossing on a state highway. Bauer questioned about putting a possible red light. Klingbeil spoke on the flashing lights and roundabouts in busier intersections. People's ideas have changed over the years on their idea of roundabout. Just like your seniors stated. Regarding businesses and traffic flow, I think it will work fine. Referenced other cities. Bauer said he heard about putting a turn lane south bound by Pederson Drive. Concern with bike and pedestrian existing trail in that area. I would only support if the business wanted it. We need to get our residents safely to our businesses.

Robinson said amazing how fast this came to fruition since the young ladies were in the accident. One question, did police and fire offer any input on these designs. Feldman said during the one work session the fire chief gave his comments.

Barnes said we did speak to both police and fire and brought the plans to them. Police didn't have many concerns. The fire department had a concern with their water trucks. So we did contact some firefighters along with East Bethel Fire Department. They were okay with the RCI's that are on Hwy 65 and County Road 22. I also checked with some EMT's doing chest compressions going around a roundabout. They said they are hard no matter where you are. They didn't think the roundabouts made a difference.

Robinson asked regarding the businesses that attended the open house, do you know how many were from the corridor per say.

Barnes said we have a list and can provide that but I think they were a number from the corridor. Engum said maybe more than half.

Robinson said safety is his first concern, businesses is my second and something that will work hand in hand. I believe the north south traffic will stay constant. The alternatives are not very good going north south. I am not for a tunnel or RCI's. If the city wanted fund a traffic light at Pederson, could we.

Barnes said with Hwy 47 being a State road we would not permit a signal. As a short term, we signed a memorandum of understanding that this would be a temporary signal.

I agree with the signal lane Robinson noted. The education portion is fantastic. There were a lot of nay sayers regarding the roundabout a couple years ago. I didn't think it was a good idea either but if you focus on what is going on around you and go with the flow it works. Was wondering about the bike path and the turn lane. Four roundabouts, lighting, education, people will have to learn. If it slows the traffic down and safety. Really impressed with your open houses. Found out that some of the MnDOT had actually been to the intersection when it was busy and recommended to the ones that had not to come up during a busy time.

Feldman asked Jeff Kearney if he would like to speak. A right in right out, 18 years we wanted it but it was not in the design or accepted. Being it wasn't designed for it so it would be almost impossible to do something with it at this time. There are people using the bike trail. For 18 years, we wanted a stop light and we got one. Fortunately, I don't see where that is going to stay because I am pretty much sure there was a decision there was going to be a roundabout there before the temporary light was even put in. We like the stop light, the customers like it. Never heard anyone say I wish there was a roundabout there. The stop light slowed things down and made things a lot safer. There were accidents every 2 months and none since it went in. We have wanted change for 18 years and RCI's don't appeal to us at all. Our preference would be to have a stop light but that is a personal preference because it has worked well. I don't have enough information on a roundabouts to have a reason to fight against it. Hoping something is permentally changed that fixes the problem that has been going on for 18 years. Feldman said does Bob (King) feel the same way. Kearney said Bob is happy with the light and we are happy with what we see at this point. That's our input.

Bauer said I drive it almost every day. My perception it hasn't changed the intersection. I am still leaning towards safety to get our pedestrians across. The traffic pattern has not changed for the drivers. I don't think they have slowed down.

Feldman said years ago there was a four way stop on Bridge Street and Poppy. Then it changed to a stop light then a roundabout. My point is, it didn't change the speeding on Poppy Street. Because it is a short cut. Doesn't matter what type of traffic measure is, it's only as good as the enforcement.

Feldman then went on to read the statement from Councilmember Joe Muehlbauer.

"My stance remains the same as stated from previous meetings align with most of the council. Roundabouts entering and exiting the city make sense. Having dropped my niece off at school and using the current light at 47 and Pederson, it is crucial to keep the light in place. I cannot imagine the mess that a roundabout at that intersection would cause. While I am not a traffic expert I am a resident and the concern of east to west traffic is the biggest concern. I respectfully must disagree with the State saying money isn't an object in making this intersection safe. With all due respect, to MnDOT reps present who all have higher ups to answer to, I must say that the low cost of maintenance on roundabouts and the lack of fed funding in regards to the stoplight are evidence that money is a factor. The 4 roundabouts will be in my opinion inhibit business and also be more troublesome for east to west traffic, not to mention also be more dangerous for pedestrians. As I stated that most people do not look right for pedestrians as they are more worried about other vehicles looking left. My apologies for not being present this evening as I have a family event that came up last minute".

Feldman stated I was at a JLEC (joint law enforcement council) meeting today with many police chiefs and mayors were there. After the meeting, I spoke with Blaine and Andover mayors. There concerns are the same as mine about roundabouts and that is crosswalks. This road for many years has been neglected. We have been working on this since 2017 when myself, Joe Muehlbauer and Rob Bauer got on but even many years before that. I believe the only reason we have the stop light now is because of the accident. No degrading to you of any kind, but I wonder if that accident happen if we would have just the crosswalks we had before. Because this corridor has been neglected for years and years. We have 11,000 vehicles now with more development being proposed to the north and south of this corridor. Our town is growing. I understand we are not Hwy 65, 169, 494 or 694 I understand that but what it is, is a main artery to our city. What I am more concerned about is the east/west traffic. There are people that use this road to get to Hwy 169 from the east. Kwik Trip hasn't been here long enough to know what works. For them to say roundabouts will be fine to them, anything is better than what is there now. I went around to talk to the businesses along the corridor. The only ones that want the roundabout is Kwik Trip and the day care. I do believe the passing lane has to be removed. A single lane, reduced speeds and a median will help. I don't like a tunnel. I wish MnDOT would just come out and say if they are not going to allow stoplights here, period. If you say it to us, we will learn to live with it but just say it.

Barnes said, stoplights will not be an option.

Feldman said I want it on record that stoplights are not going to be here. Now that we know stoplights are not in play, what is in play? I am not a fan of roundabouts right now. Agree, education is the key. Don't believe roundabouts work everywhere and should not be a blanket cure for everything. Therefore, if we are not getting stoplights; single lane with median and slower speeds year around are a must. Don't want to see five roundabouts. This is a vital area for us. What decision you make here is going to affect us for a long, long time. The businesses along the corridor have a lot of money invested here. Whatever MnDOT puts in, we the city council will get the heat for it, not MnDOT. I finally have it on record that roundabouts are going in; I think that is a mistake. Of the other business I spoke with would rather go with lights and not roundabouts. If had to go with roundabouts, maybe two lights and two roundabouts. That is what I was told by all the businesses except the daycare and Kwik Trip. The one concern the bank had was if a roundabout goes in are you going to have a mound in the middle or flat.

Klingbeil said there would be a mound so you can see the tops of the car but not the headlights. Not the giant one like on Bridge Street. Will be about 3-3 ½ feet high.

Feldman said I appreciate you finally being frank with us and telling us there will be no stoplights. But I am totally against RCI's. Will they work on Hwy 65 or any other part of the state or city I don't know but what I do know I don't think they will work here. Not sure how people can't figure out how to drive at a four way stop either. Not for a tunnel, the cost is ridiculous and surprised that the school is for it.

Udvig stated the school district is not for a tunnel. Feldman said I heard the superintendent was for it at the beginning.

Feldman said I hope you take into consideration; no RCI's, no tunnel, no four way stop, be concerned about the east/west traffic, and how to make a roundabout more obvious for crosswalks would be a big help because people don't give pedestrians' the right away and yield. The studies say the roundabouts work but I question that. A study is a study. There was an accident on Hwy 65 and they say it didn't have anything to do with the RCI's but trust me people will be thinking that. The public fought about the roundabouts on Bridge Street but seem to like them now. But pedestrian crossing is still tough because they are hesitant not knowing if the car is going to stop or not. So if you are going to do roundabouts because it sounds like that is what your going to do, we can get rid of all the extracurricular thinking that our input is going to matter about stoplights off the table. Then please make them as safe as possible. Make the crosswalks so people understand the pedestrian has the right away. Make it as safe as possible, keeping the mound low, make the crosswalks more dedicated and full proof as you can so people feel they can cross them safely and not get hit by a car. Here for the safety and care of our businesses and residents. Mayor of Andover doesn't think crosswalks work well either on roundabouts. Not taking it out on you tonight because you have done a good job but MnDOT has neglected this road over many, many years. Lets do as much prevention and long term thinking because we are growing. Please take into consideration what you do here we have to live with. Safety is our biggest

issue, smoother traffic flow and access east and west to our businesses and residents now that we know roundabouts are going to be here.

Feldman asked engineer Craig Jochum if he had anything further to add. Jochum said nothing more than what has already been said. Feldman also asked Public Works Director Paul Teicher. Teicher said I have nothing further to add. Feldman then asked Jeff (Kearney-County Market). Kearney asked what about the lighting of the corridor. The biggest thing about the stoplights is that they actually light up the intersections properly. It was way under light before and think lighting is going to be a key element to the whole situation. Feldman said I would agree with you on that. Kearney also asked about staging of construction so it doesn't tie up the whole side of the city.

Jochum said I do want to add I think the smaller corridor is key to this project. It solves some of the problems we have now. I hope a lot of consideration is taken into account where you put the new alignment so maybe the city could get back some of the right of way for future development. A nice curb and gutter, landscape corridor will be the key. Don't just put it down the middle of the right of way.

Feldman said if I have to live with the roundabout I will but it is more than just that piece of the whole project. This area is a vital business district for us to build on. Feldman referenced different cities where infrastructure was neglected too. It always comes down to money. We tried to emphasize what we wanted looks like it is not going to work and realize we are now getting roundabouts; make it safer, smoother and accessible to our businesses are the three big things for our city and I hope the rest of the council agrees.

Udvig asked about the curve by 227th, is anything still going to be done with that?

Barnes stated yes, we are going to make it flatter so it is not so much of a racetrack. Feldman said I am glad you brought that up. That has been neglected too. If done right, I agree with Jochum people will notice our business district and not just a throughway.

Bauer asked about police and fire. The road needs to be wide enough to pullover for emergency services that is key. Feldman said education is the key, wish there was more out there.

Klingbeil said the roadway needs to be large/wide enough to get a large snowplow through too. Size of different vehicles, sign placement is all taken into consideration. Also in regards to some of the concern here tonight. I worked on a lot of roundabouts in Woodbury before development happened so it didn't prevent development from happening but it has been safer.

Feldman said can you put up signs that say yield to pedestrians'? What about the blinking lights that says your speed, will you keep them there?

Barnes stated I believe there will be signs that say yield to pedestrians or something similar. There are also signs that say stop for pedestrians in crosswalks. People seem to see them better. In regards to the blinking lights, we are going to be doing another

speed test this fall to see if they are working but yes, I think they can be kept there if they keep working.

City Administrator Joe Kohlmann asked if we followed the construction plan you laid out, when could we expect construction completion.

Barnes stated we first have to work through what we are going to build first. It could be possible if fully funded possibly in a year. If not fully funded then we will talk about the implemented and prioritize installation so that could be a three year thing but construction only in two of those years.

Kohlmann asked what is the maximum it could go out to.

Barnes said 2025.

Kohlmann said that is important to know.

Feldman asked in the meantime would the stop lights stay here?

Barnes said yes, in the meantime. As we agreed upon in the MOU. (Memorandum of Understanding) until a change is made.

Feldman said all the components discussed have to be completed to make it work. What about detours, etc...

Barnes said that is a little bit more into the future. The next step is if these are the alternatives to work with. Or if you would rather only have three roundabouts our project management team, which include city staff and specialist will review the recommendation. Three would be at Ambassador Blvd, 233rd Avenue and Pederson Drive.

Feldman said again everything has to be put into play in order for the roundabouts to work.

Engum said we do have to go through details with the team.

Barnes said we agree with the single lane, we have talked about how we are going to bring that aesthetic piece together and who wants to be involved, opportunities for businesses and councilmembers as we talk through things. We would bring back the ideas to see what direction you would want to go. Also include cost and maintenance implementations.

Feldman said let us know when you need a work session. I have said all along, flexibility compromises the key to everything.

Bauer said what are we going to do at 229th if we don't put a roundabout there. Most of our east west traffic used that intersection. I use it almost everyday.

Engum asked what would you like to see at 229th? The least wait to get through would be to put a roundabout there.

Bauer said I am not a big fan of four roundabouts but I think it is necessary for our east west traffic. If we would force to put Bridge Street through the school district property then we could have 229th with something different.

Engum said putting the road through from Bridge Street to Hwy 47 is not going to happen with this project.

Bauer said I would be in support of the fourth roundabout. Feldman said you can't go with how the traffic is today because of the four lanes.

Barnes said you will wait longer without a roundabout.

Feldman asked about putting a roundabout at 227th instead.

Engum said the reason for the one at 229th we looked at operations, pedestrian crossings and safety reason for this one instead of 227th. It makes more sense to us.

Bauer said make sure our roundabouts big enough for the future.

Udvig said if we put three in now and then decide a fourth one is needed, not sure about that.

Feldman asked Kearney if he had any comments. He said no, but I drive it all the time. Everything you talked about that intersection happens. Problem started back when Bridge Street was never connected to Hwy 47 that would have alleviated a lot of things.

Feldman said all the components together should make this work.

Barnes thanked the council for their time.

Feldman said it sounds like to me it is probably going to be the four. I will try to be open minded as I can possibly be.

3. **Adjournment**

Mayor Feldman adjourned the work session at 7:36 pm.

Submitted by,

Barbara I. Held, City Clerk

**CITY COUNCIL
AGENDA REPORT**

Agenda Item #:

4 C

TO: Joe Kohlmann, City Administrator
FROM: Craig Jochum, City Engineer
SUBJECT: Woodhaven Expansion Letter Of Credit Reduction
DATE: November 18, 2019

OVERVIEW:

The City has previously approved the Woodhaven Expansion development and it is currently under construction. As a provision of the Development Agreement, the City requires that the Developer establish a financial security to guaranty the performance of the work.

The Development Agreement also allows the Developer to apply to the City Council for a reduction of the financial security from time to time based on work completed.

In accordance with the Development Agreement, the Developer has requested a reduction in the financial security based on work completed to date. We have reviewed the project status, and recommend that the Letter of Credit may be reduced to \$51,000 at this time.

ACTION TO BE CONSIDERED:

City Council approval of the Letter of Credit reduction to \$51,000 based on work completed to date.

BUDGET IMPLICATION:

None. All development costs are borne by the Developer.

Attachments:

- Woodhaven Expansion Letter of Credit Reduction Recommendation Letter

November 8, 2019

Joe Kohlmann, City Administrator
City of St. Francis
23340 Cree Street NW
St. Francis, MN 55070

RE: Woodhaven Expansion
Letter of Credit Reduction

Dear Mr. Kohlmann:

This letter is in response to the correspondence from ALS Properties, dated October 11, 2019, requesting the release of the Letter of Credit. We have reviewed the status of the Woodhaven Expansion project. At this time, the project has not been completed. We would summarize the current project status as follows:

1. The grading has been substantially completed. However, as-built plans are needed to verify that grading has been completed correctly.
2. Turf has partially been established however there are areas with no establishment and there is active erosion. The erosion must be repaired and turf established. Turf establishment of the infiltration areas and wetland buffers (with native plantings) also remains to be completed as specified in the plans.
3. Erosion Control measures must be maintained until final stabilization has been achieved. Upon final stabilization the erosion control measures must be removed.
4. The sanitary sewer has been constructed and is substantially complete.
5. The watermain has been installed and is substantially complete.
6. The storm sewer is installed and is substantially complete. However, the storm sewer manhole on Cree Street has separated rings (appears to have been hit during wear course construction) and must be repaired.
7. The aggregate base, concrete curb and gutter, and bituminous non-wear course for the streets have been constructed. The bituminous wear course remains to be completed on a small portion of the project.
8. The wetland buffer signs remain to be installed.
9. We have not received the as-built utility plans or grading plans – we request that the applicant submit them for review and acceptance at their earliest convenience.

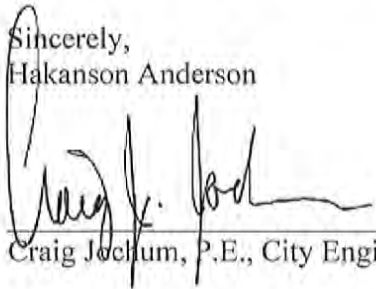
Mr. Joe Kohlmann, City Administrator
November 8, 2019
Page 2

10. We have not received recorded copies of the easement documents. Easement exhibits and descriptions were prepared by the applicant's surveyor and approved by the City – we request that the applicant submit copies of the recorded documents for City records.

Based on the status of the project as summarized above, the estimated cost to complete the remaining improvements is \$34,000. We therefore recommend that the Letter of Credit may be reduced to \$51,000.00 at this time, which is 150% of the estimated cost of the remaining improvements.

If you have any questions please call me at 763-427-5860.

Sincerely,
Hakanson Anderson



Craig Jochum, P.E., City Engineer

cc: Barb Held, City Clerk
Darcy Mulvihill, Finance Director
Kate Thunstrom, Community Development Director
Paul Teicher, Public Works Director
Shane Nelson, P.E., Assistant City Engineer
Michael Schrader, A.L.S. Properties
Chuck Plowe, Developer's Engineer



Grading

Grading Contingeny Pending As-Builts	\$5,000
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Storm Sewer

Adjust Casting - STMH Cree Street	\$1,000
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Erosion Control

Maintain Silt Fence - 50%	\$2,000
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Turf Establishment / Erosion Repiar	\$6,000
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Wetland Buffer Restoration	\$2,500
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Streets

Wear Course Completion	\$5,000
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Tack	\$500
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Wetland Buffer Signs

Signs -5 @ \$100	\$500
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Miscallaneous

As-Built Utility Plan	\$5,000
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As-Built Grading Plan	\$5,000
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Easement Recording	\$1,500
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Total Estimated Cost of Remaining Work	\$34,000
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City Code Requirement	150%
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Letter of Credit Required	\$51,000
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**CITY COUNCIL
AGENDA REPORT**

Agenda Item #:

4 D

TO: Joe Kohlmann, City Administrator
FROM: Barb Held, City Clerk
SUBJECT: Acknowledgement to Conduct Excluded Bingo
DATE: November 18, 2019

OVERVIEW:

The St. Francis Fast Break Saints has applied for an application to Conduct Excluded Bingo with the MN Gambling Control Board. Fast Break Saints would like to hold a bingo event at the St. Francis American Legion, Post 622 on January 18 2020. In order for the nonprofit to conduct a lawful bingo activity they must apply through the State, receive City acknowledgment of the event and then send the signed application to the Gambling Control Board for official approval.

ACTION TO BE CONSIDERED:

A motion would be in order to acknowledge the Application to Conduct Excluded Bingo from the Fast Break Saints for a bingo event to be held on January 18, 2020 at the St. Francis American Legion.

BUDGET IMPLICATION:

None

Attachments:

- Application from Minnesota Lawful Gambling

LG240B Application to Conduct Excluded Bingo

No Fee

ORGANIZATION INFORMATION

Organization Name: Fast Break Saints Previous Gambling Permit Number: XB-94136-18-001

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: _____

Mailing Address: 4071 211th Ln NW

City: Oak Grove State: MN Zip: 55303 County: Anoka

Name of Chief Executive Officer (CEO): Gregory J. Peterson

Daytime Phone: 763-286-3387 Email: greg.peterson@live.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐

Fraternal

☐

Religious

☐

Veterans

☒

Other Nonprofit Organization

Attach a copy of at least one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☐

Current calendar year Certificate of Good Standing

Don't have a copy? This certificate must be obtained each year from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us

651-296-2803, or toll free 1-877-551-6767

☐

Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name

Don't have a copy? Obtain a copy of your federal income tax exempt letter by having an organization officer contact the IRS at 877-829-5500.

☐

Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter)

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

EXCLUDED BINGO ACTIVITY

Has your organization held a bingo event in the current calendar year? ☒ Yes ☒ NoIf yes, list the dates when bingo was conducted: Feb-

The proposed bingo event will be:

☒one of four or fewer bingo events held this year. Dates: 01-18-2020☐

-OR- conducted on up to 12 consecutive days in connection with a:

☐

county fair

Dates: _____

☐

civic celebration

Dates: _____

☐

Minnesota State Fair

Dates: _____

Person in charge of bingo event: GREG PETERSON Daytime Phone: 763-286-3387Name of premises where bingo will be conducted: American LegionPremises street address: 3073 Bridge St. St. Francis MN 55070City: St. Francis If township, township name: _____ County: Anoka

LG240B Application to Conduct Excluded Bingo

6/15
Page 2 of 2

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL for a gambling premises located within city limits

On behalf of the city, I approve this application for excluded bingo activity at the premises located within the city's jurisdiction.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

**The city or county must sign before
submitting application to the
Gambling Control Board.**

COUNTY APPROVAL for a gambling premises located in a township

On behalf of the county, I approve this application for excluded bingo activity at the premises located within the county's jurisdiction.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for excluded bingo activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes, Section 349.213.)

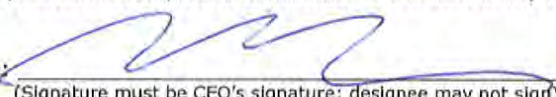
Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge.

Chief Executive Officer's Signature:  Date: 11/4/19
(Signature must be CEO's signature; designee may not sign)

Print Name: _____

MAIL OR FAX APPLICATION & ATTACHMENTS

Mail or fax application and a copy of your proof of nonprofit status to:

Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113
Fax: 651-639-4032

An excluded bingo permit will be mailed to your organization. Your organization must keep its bingo records for 3-1/2 years.

Questions?

Call a Licensing Specialist at 651-539-1900.

Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. Otherwise, bingo hard cards, bingo paper, and bingo number selection devices must be obtained from a distributor licensed by the Minnesota Gambling Control Board. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **LIST OF LICENSEES**, or call 651-539-1900.

This form will be made available in alternative format (i.e. large print, braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board

will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board

members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

**CITY COUNCIL
AGENDA REPORT**

Agenda Item #:

4 E

TO: Joe Kohlmann, City Administrator
FROM: Barb Held, City Clerk
SUBJECT: Establishing Polling Locations
DATE: November 18, 2018

OVERVIEW:

As per State Statute, the City Council each year even if there are no elections anticipated must adopt by ordinance or resolution the polling place for each precinct.

204B.16 POLLING PLACES; DESIGNATION.**Subdivision 1. Authority; location.**

By December 31 of each year, the governing body of each municipality and of each county with precincts in unorganized territory must designate by ordinance or resolution a polling place for each election precinct. The polling places designated in the ordinance or resolution are the polling places for the following calendar year, unless a change is made:

- (1) pursuant to section 204B.175;
- (2) because a polling place has become unavailable; or
- (3) because a township designates one location for all state and federal elections and one location for all township only elections.

ACTION TO BE CONSIDERED:

Adopt Resolution 2019-51 establishing precinct and polling locations for 2019 election year.

BUDGET IMPLICATION:

None.

Attachments: Resolution 2019-51 Establishing Polling Locations

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

RESOLUTION 2019-51

A RESOLUTION ESTABLISHING PRECINCT AND
POLLING LOCATIONS FOR 2020 ELECTION YEAR

WHEREAS, Minnesota Statute 204B.16, subd. 1 has been amended requiring the governing body of each municipality to designate by resolution a polling place by December 31, each year; and

WHEREAS, the polling places designated by resolution by December 31 of each year are the polling places to be used for elections in the following calendar year.

NOW THEREFORE BE IT RESOLVED that the polling locations to be used for municipal precincts in calendar year 2020 are as follows:

St. Francis Precinct #1 Central Service Offices, 4115 Ambassador Blvd NW
St. Francis residents living west of the Rum River

St. Francis Precinct #2 Central Service Offices, 4115 Ambassador Blvd NW
St. Francis residents living east of the Rum River

St. Francis Precinct #3 Mail Balloting
Property located in Isanti County within the
St. Francis City limits

BE IT FURTHER RESOLVED that the St. Francis City Council directs the clerk to make all necessary notifications and preparations for elections held in 2020 as required by MN Statute, Rule and Administrative Policy of the City.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 18th DAY OF NOVEMBER, 2019.

APPROVED:

ATTEST:

Steven D. Feldman, Mayor

Barbara I. Held, City Clerk



**CITY COUNCIL
AGENDA REPORT**

Agenda Item #:

4 F

TO: Joe Kohlmann, City Administrator
FROM: Craig Jochum, City Engineer
SUBJECT: 2019 Water Meter Replacement Project - Pay Estimate No. 1

DATE: November 18, 2019

OVERVIEW:

Attached is Pay Estimate No. 1 for the 2019 Water Meter Replacement Project. This pay estimate includes payment for 652 meter installations and 52% of the fixed data collection system. This estimate recommends payment of \$197,083.64. The contract amount is \$604,812.95.

ACTION TO BE CONSIDERED:

Consider approval of Pay Estimate No. 1 for the 2019 Water Meter Replacement Project.

BUDGET IMPLICATION:

This project is funded by the Water Capital Lease Purchase. This payment will be paid by the leasing company.

ATTACHMENTS:

PAY ESTIMATE NO. 1

**PAY ESTIMATE #1
CITY OF ST. FRANCIS
2019 Water Meter Replacement Project**

Date: November 7, 2019

Honorable Mayor and Council Members
City of St. Francis
23340 Cree Street NW
St. Francis, MN 55070

RE: 2019 Water Meter Replacement Project
Contractor: Ferguson Waterworks
Contract Amount: \$604,812.95
Award Date: July 18, 2019
Completion Date: December 13, 2019

Dear Honorable Mayor and Council Members:

The following work has been completed on the above-referenced project by Ferguson Waterworks:

Base Bid

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	CONTRACT AMOUNT	USED TO DATE	EXTENSION
1	FURNISH AND INSTALL 3/4" METER, REGISTER & MIU (SHORT 3/4")	861	EACH	\$ 301.02	\$ 259,178.22	405	\$ 121,913.10
2	FURNISH AND INSTALL 1" METER, REGISTER & MIU	4	EACH	\$ 374.87	\$ 1,499.48	6	\$ 2,249.22
3	FURNISH AND INSTALL 2" PD METER, REGISTER & MIU	28	EACH	\$ 858.49	\$ 24,037.72		\$ -
4	FURNISH AND INSTALL 1 1/2" PD METER, REGISTER & MIU	1	EACH	\$ 796.74	\$ 796.74		\$ -
5	FURNISH AND INSTALL 2" COMPOUND METER, REGISTER & MIU	6	EACH	\$ 1,873.24	\$ 11,239.44		\$ -
6	FURNISH AND INSTALL REGISTER AND MIU TO RETROFIT EXISTING METERS	854	EACH	\$ 233.14	\$ 199,101.56	241	\$ 56,186.74
7	FURNISH AND INSTALL BALL VALVE - 3/4" OR 1"	150	EACH	\$ 142.90	\$ 21,435.00	2	\$ 285.80
8	CONTINUOUS METER READING	1	LUMP SUM	\$ 10,000.00	\$ 10,000.00		\$ -
9	MOBILE DATA COLLECTION SYSTEM	1	LUMP SUM	\$ 9,100.00	\$ 9,100.00		\$ -
10	FIXED NETWORK DATA COLLECTOR SYSTEM	1	LUMP SUM	\$ 51,580.00	\$ 51,580.00	0.52	\$ 26,821.60
11	SYSTEM SOFTWARE	1	LUMP SUM	\$ 12,600.00	\$ 12,600.00		\$ -
12	SETUP, TRAINING AND TECHNICAL SUPPORT	1	LUMP SUM	\$ 4,250.00	\$ 4,250.00		\$ -

Total Work Completed to Date \$ 207,456.46

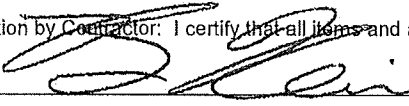
LESS 5% RETAINAGE: \$ 10,372.82

WE RECOMMEND PAYMENT OF: \$ 197,083.64

APPROVALS:

CONTRACTOR: Ferguson Waterworks

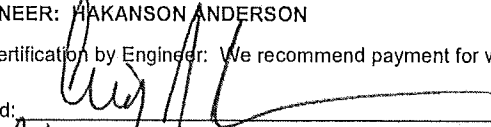
Certification by Contractor: I certify that all items and amounts are correct for the work completed to date.

Signed: 

Title: Business Development Mgr. Date November 8, 2019

ENGINEER: HAKANSON ANDERSON

Certification by Engineer: We recommend payment for work and quantities as shown.

Signed: 

Title: City Engineer Date 11/12/19

OWNER: CITY OF ST. FRANCIS

Signed: _____

Title: _____ Date _____

**CITY COUNCIL
AGENDA REPORT**

Agenda Item #:

4 G

TO: Joe Kohlmann, City Administrator
FROM: Craig Jochum, City Engineer
SUBJECT: 2019 Street Rehabilitation Project - Pay Estimate No. 1

DATE: November 18, 2019

OVERVIEW:

Attached is Pay Estimate No. 1 for the 2019 Street Rehabilitation Project. This pay estimate includes payment for all of the work items except the striping. This estimate recommends payment of \$294,976.60. The contract amount is \$315,049.15. The payment is summarized by funding source below.

ACTION TO BE CONSIDERED:

Consider approval of Pay Estimate No. 1 for the 2019 Street Rehabilitation Project.

BUDGET IMPLICATION:

Street segments of Woodbine Street, 233rd Lane, Vintage Street, and 227th Avenue are on the City's Municipal State Aid system therefore the street improvements for these streets can be paid for with Municipal State Aid funds. The remaining street segment improvements will be paid from local street and water funds. The funds discussed above are available and appropriate for this project. The cost breakdown per funding source for this pay estimate is as follows:

Description	Funding Source		
	Municipal State Aid	Local – Street & Water	Total
Work Completed to Date	\$145,888.30	\$164,613.38	\$310,501.68
Less 5% Retainage	\$7,294.41	\$8,230.67	\$15,525.08
Recommended Payment	\$138,593.89	\$156,382.71	\$294,976.60

ATTACHMENTS:

PAY ESTIMATE NO. 1

**PAY ESTIMATE #1
CITY OF ST. FRANCIS
2019 Street Rehabilitation Project**

October 31, 2019

Honorable Mayor and Council Members
City of St. Francis
23340 Cree Street NW
St. Francis, MN 55070

RE: 2019 Street Rehabilitation Project
Contractor: ASTECH Corporation
Contract Amount: \$315,049.15
Award Date: June 17, 2019
Completion Date: October 26, 2019

Dear Honorable Mayor and Council Members:

The following work has been completed on the above-referenced project by ASTECH Corporation:

Bid Schedule "A" - 235-123-001 - Woodbine Street

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
1	REMOVE CURB AND GUTTER	100	LIN FT	\$ 6.50	50	\$ 325.00
2	MILL BITUMINOUS SURFACE (1.5")	2,940	SQ YD	\$ 1.20	2,394	\$ 2,872.80
3	BITUMINOUS MATERIAL FOR TACK COAT	250	GALLON	\$ 2.50	200	\$ 500.00
4	TYPE SP 9.5 WEARING COURSE MIXTURE (2;B)	267	TON	\$ 71.75	230.68	\$ 16,551.29
5	ADJUST VALVE BOX	2	EACH	\$ 508.00		\$ -
6	ADJUST FRAME AND RING CASTING	5	EACH	\$ 455.00	5	\$ 2,275.00
7	GROUT CATCH BASIN OR MANHOLE	3	EACH	\$ 330.00	1	\$ 330.00
8	CONCRETE CURB AND GUTTER	100	LIN FT	\$ 37.50	50	\$ 1,875.00
9	SIGN PANEL TYPE C	16	SQ FT	\$ 75.50	16	\$ 1,208.00
10	LOAM TOPSOIL BORROW, LV	5	CU YD	\$ 38.00	5	\$ 190.00
11	SITE RESTORATION	58	SQ YD	\$ 10.00	60	\$ 600.00
Total Bid Schedule "A"						\$ 26,727.09

Bid Schedule "B" - 235-124-001 - 233rd Lane

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
12	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	250	LIN FT	\$ 2.50		\$ -
13	REMOVE CURB AND GUTTER	30	LIN FT	\$ 6.50	11	\$ 71.50
14	REMOVE BITUMINOUS PAVEMENT	300	SQ YD	\$ 3.50	246	\$ 861.00
15	DITCH CLEANING	55	LIN FT	\$ 7.50	90	\$ 675.00
16	MILL BITUMINOUS SURFACE (1.5")	945	SQ YD	\$ 1.20	861	\$ 1,033.20
17	BITUMINOUS MATERIAL FOR TACK COAT	106	GALLON	\$ 2.50	80	\$ 200.00
18	TYPE SP 9.5 WEARING COURSE MIXTURE (2;B)	113	TON	\$ 71.75	87.72	\$ 6,293.91
19	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (2;B)	45	TON	\$ 66.50	40.66	\$ 2,703.89
20	CONCRETE CURB AND GUTTER	40	LIN FT	\$ 37.50	33	\$ 1,237.50
21	SIGN PANEL TYPE C	8	SQ FT	\$ 75.50	8	\$ 604.00
22	SEDIMENT CONTROL LOG TYPE COMPOST	40	LIN FT	\$ 3.00	40	\$ 120.00
23	LOAM TOPSOIL BORROW, LV	2	CU YD	\$ 38.00	10.75	\$ 408.50
24	SITE RESTORATION	49	SQ YD	\$ 10.00	103	\$ 1,030.00
Total Bid Schedule "B"						\$ 15,238.50

PAY ESTIMATE #1
CITY OF ST. FRANCIS
2019 Street Rehabilitation Project

Bid Schedule "C" - 235-143-001 - Vintage Street

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
25	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	200	LIN FT	\$ 2.50	36	\$ 90.00
26	REMOVE CURB AND GUTTER	100	LIN FT	\$ 6.50	128	\$ 819.00
27	REMOVE BITUMINOUS PAVEMENT	130	SQ YD	\$ 3.50	241	\$ 843.50
28	MILL BITUMINOUS SURFACE (1.5")	1,320	SQ YD	\$ 1.20	1,390	\$ 1,668.00
29	BITUMINOUS MATERIAL FOR TACK COAT	123	GALLON	\$ 2.50	130	\$ 325.00
30	TYPE SP 9.5 WEARING COURSE MIXTURE (2;B)	132	TON	\$ 71.75	198.30	\$ 14,228.03
31	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (2;B)	20	TON	\$ 66.50	17.42	\$ 1,158.43
32	ADJUST FRAME AND RING CASTING	2	EACH	\$ 455.00	2	\$ 910.00
33	GROUT CATCH BASIN OR MANHOLE	1	EACH	\$ 330.00	1	\$ 330.00
34	CONCRETE CURB AND GUTTER	100	LIN FT	\$ 37.50	147	\$ 5,512.50
35	SIGN PANEL TYPE C	8	SQ FT	\$ 75.50	8	\$ 604.00
36	LOAM TOPSOIL BORROW, LV	5	CU YD	\$ 38.00	10.75	\$ 408.50
37	SITE RESTORATION	58	SQ YD	\$ 10.00	103	\$ 1,030.00
Total Bid Schedule "C"						\$ 27,926.96

Bid Schedule "D" - 235-144-001 - 227th Avenue

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
38	REMOVE CURB AND GUTTER	100	LIN FT	\$ 6.50	200	\$ 1,300.00
39	REMOVE BITUMINOUS PAVEMENT	34	SQ YD	\$ 3.50		\$ -
40	MILL BITUMINOUS SURFACE (1.5")	3,417	SQ YD	\$ 1.20	3,498	\$ 4,197.60
41	BITUMINOUS MATERIAL FOR TACK COAT	293	GALLON	\$ 2.50	225	\$ 562.50
42	TYPE SP 9.5 WEARING COURSE MIXTURE (2;B)	313	TON	\$ 71.75	361.74	\$ 25,954.85
43	ADJUST VALVE BOX	1	EACH	\$ 508.00	1	\$ 508.00
44	ADJUST FRAME AND RING CASTING	5	EACH	\$ 455.00	4	\$ 1,820.00
45	GROUT CATCH BASIN OR MANHOLE	6	EACH	\$ 330.00	5	\$ 1,650.00
46	6" CONCRETE WALK	281	SQ FT	\$ 13.40	287	\$ 3,845.80
47	CONCRETE CURB AND GUTTER	130	LIN FT	\$ 37.50	369	\$ 13,837.50
48	TRUNCATED DOMES	40	SQ FT	\$ 69.50	32	\$ 2,224.00
49	SIGN PANEL TYPE C	16	SQ FT	\$ 75.50	16	\$ 1,208.00
50	SEDIMENT CONTROL LOG TYPE COMPOST	40	LIN FT	\$ 3.00	40	\$ 120.00
51	LOAM TOPSOIL BORROW, LV	6	CU YD	\$ 38.00	10.75	\$ 408.50
52	SITE RESTORATION	58	SQ YD	\$ 10.00	103	\$ 1,030.00
53	CROSSWALK MULTI-COMPONENT	150	SQ FT	\$ 6.75		\$ -
Total Bid Schedule "D"						\$ 58,666.75

Bid Schedule "E" - Local Funding

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
54	REMOVE VALVE BOX	4	EACH	\$ 756.00	6	\$ 4,536.00
55	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	358	LIN FT	\$ 2.50	77	\$ 192.50
56	REMOVE CURB AND GUTTER	305	LIN FT	\$ 6.50	503	\$ 3,269.50
57	REMOVE BITUMINOUS PAVEMENT	2,136	SQ YD	\$ 3.50	2,251	\$ 7,878.50
58	REMOVE CONCRETE WALK	304	SQ FT	\$ 4.00		\$ -
59	CRAWLER MOUNTED BACKHOE	16	HOUR	\$ 150.00	3	\$ 450.00
60	MILL BITUMINOUS SURFACE (1.5")	6,330	SQ YD	\$ 1.20	5,721	\$ 6,865.20

**PAY ESTIMATE #1
CITY OF ST. FRANCIS
2019 Street Rehabilitation Project**

Bid Schedule "E" - Local Funding (Continued)

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
61	BITUMINOUS MATERIAL FOR TACK COAT	719	GALLON	\$ 2.50	550	\$ 1,375.00
62	TYPE SP 9.5 WEARING COURSE MIXTURE (2;B)	768	TON	\$ 71.75	707.38	\$ 50,754.52
63	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (2;B)	318	TON	\$ 68.50	324.64	\$ 21,588.56
64	RECONNECT WATER SERVICE	1	EACH	\$ 1,080.00		\$ -
65	CONNECT TO EXISTING WATERMAIN	1	EACH	\$ 3,780.00		\$ -
66	VALVE BOX	4	EACH	\$ 1,296.00	6	\$ 7,776.00
67	ADJUST VALVE BOX	3	EACH	\$ 508.00	4	\$ 2,032.00
68	1" CORPORATION STOP	1	EACH	\$ 778.00		\$ -
69	1" CURB STOP AND BOX	1	EACH	\$ 432.00		\$ -
70	1" TYPE PE PIPE	30	LIN FT	\$ 43.25		\$ -
71	ADJUST FRAME AND RING CASTING	8	EACH	\$ 455.00	8	\$ 3,640.00
72	GROUT CATCH BASIN OR MANHOLE	9	EACH	\$ 330.00	1	\$ 330.00
73	6" CONCRETE WALK	749	SQ FT	\$ 13.40	799	\$ 10,706.80
74	CONCRETE CURB AND GUTTER	305	LIN FT	\$ 37.50	339	\$ 12,712.50
75	TRUNCATED DOMES	80	SQ FT	\$ 69.50	86	\$ 5,977.00
76	SEDIMENT CONTROL LOG TYPE COMPOST	80	LIN FT	\$ 3.00	40	\$ 120.00
77	LOAM TOPSOIL BORROW, LV	15	CU YD	\$ 38.00	10.75	\$ 408.50
78	SITE RESTORATION	176	SQ YD	\$ 10.00	103	\$ 1,030.00
79	CROSSWALK MULTI-COMPONENT	330	SQ FT	\$ 6.75		\$ -

Total Bid Schedule "E" \$ 141,642.38

Bid Schedule "F" - Miscellaneous Construction

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
80	MOBILIZATION	1	LUMP SUM	\$ 29,200.00	1	\$ 29,200.00
81	TRAFFIC CONTROL SUPERVISOR	1	LUMP SUM	\$ 2,500.00	1	\$ 2,500.00
82	TRAFFIC CONTROL	1	LUMP SUM	\$ 8,600.00	1	\$ 8,600.00

Total Bid Schedule "F" \$ 40,300.00

Total Bid Schedule "A" - 235-123-001 - Woodbine Street	\$ 26,727.09
Total Bid Schedule "B" - 235-124-001 - 233rd Lane	\$ 15,238.50
Total Bid Schedule "C" - 235-143-001 - Vintage Street	\$ 27,926.96
Total Bid Schedule "D" - 235-144-001 - 227th Avenue	\$ 58,666.75
Total Bid Schedule "E" - Local Funding	\$ 141,642.38
Total Bid Schedule "F" - Miscellaneous Construction	\$ 40,300.00
Total Work Completed to Date	\$ 310,501.68
Less 5% Retainage	\$ 15,525.08
WE RECOMMEND PAYMENT OF:	\$ 294,976.60

PAY ESTIMATE #1
CITY OF ST. FRANCIS
2019 Street Rehabilitation Project

APPROVALS:

CONTRACTOR: ASTECH CORPORATION

Certification by Contractor: I certify that all items and amounts are correct for the work completed to date.

Signed: _____

Title: _____ Date _____

ENGINEER: HAKANSON ANDERSON

Certification by Engineer: We recommend payment for work and quantities as shown.

Signed: _____

Title: City Engineer Date 11/13/19

OWNER: CITY OF ST. FRANCIS

Signed: _____

Title: _____ Date _____

**CITY COUNCIL
AGENDA REPORT**

Agenda Item #:

4 H

TO: Joe Kohlmann, City Administrator
FROM: Todd Schwieger, Police Chief
SUBJECT: 2020 Squad Purchase Update/Amendment
DATE: November 18th, 2019

OVERVIEW:

During the November 4th, 2019 City Council meeting Council approved the purchase of a 2020 Dodge Charger squad car under state contract 165958 from Dodge of Burnsville for the total amount of \$24,592.00. The following day it was learned from Dodge of Burnsville that Dodge Manufacturer had placed an order cutoff date of November 1, 2019 due to an overabundance of Dodge Charger orders. It's believed that one of the reasons for a large increase in Dodge Charger orders is due to Ford discontinuing the Ford Taurus forcing many agencies to make the transition to the Dodge Charger for use as their primary squad car. This cutoff date came unannounced by the manufacturer and/or the State of Minnesota and the same procedure was followed by the Police Department this year as in previous years for ordering squad cars from Dodge of Burnsville.

In response to this Chief Schwieger further researched vehicles sold under the Minnesota State Contract. Dodge of Burnsville also has the state contract for the Dodge Durango AWD under the same state contract number of 165958 for a base price of \$29,435.00. Police Department staff have been discussing the idea of eventually adding at least one pursuit rated SUV back into its fleet for various reasons including having a squad with more cargo area to be used for transporting larger items such as bicycles, the department drug display, prescription drug transportation etc. An SUV would also offer higher ground clearance and a better mode of safe transportation during larger snow events.

ACTION TO BE CONSIDERED:

Council approval to purchase 1, 2020 Dodge Durango Pursuit AWD Vehicle in place of the previously approved Dodge Charger as Charger orders are no longer being accepted. The Dodge Durango would be a fully marked and functional squad vehicle which would help maintain a fleet of 7 marked squad cars.

BUDGET IMPLICATION:

A police department 2016 Dodge Charger is still scheduled to be traded in and deducted from the price of the Dodge Durango. Recent trade in amounts for Police Department Chargers have ranged from \$6,500 to \$10,000. Despite the slight increase in cost from a Dodge Charger (\$24,592.00) to a Dodge Durango (\$29,435.00) there will be sufficient funds in the Police Department CIP to cover the cost of a fully outfitted Dodge Durango AWD.

Attachments: none

**CITY COUNCIL
AGENDA REPORT**

Agenda Item #:

41

TO: Joe Kohlmann, City Administrator
FROM: Darcy Mulvihill, Finance Director
SUBJECT: Bill List to be considered by Council
DATE: 11-14-2019

OVERVIEW:

Attached are the bills received since the last council meeting. Total checks to be written are \$457,038.46 plus any additional bills that are handed out at council meeting.

Other Payments to be approved:

Debt service payments - None.

Direct Transfer from Previous Month- \$233,183.42

Manual Checks- None

ACTION TO BE CONSIDERED:

Approved under consent agenda to allow Finance Director to draft checks or ACH withdrawals for the attached bill list. Please note additional bills may be handed out at the council meeting.

BUDGET IMPLICATION:

City bills

Attachments:

- 11-18-2019 Packet List
- 11-18-2019 Other Checks



11/14/2019 3:05 pm

PAYMENT BATCH AP 11-18-19

AA BEST PEST SERVICES, INC.

11/04/2019	8405	E 101-41940-401	Repairs/Maint Buildings	PEST CONTROL	605.00
					<u>\$605.00</u>

ACE SOLID WASTE, INC.

11/01/2019	5340303	E 101-42110-384	Refuse/Garbage Disposal	GARBAGE	27.98
11/01/2019	5340303	E 101-42210-384	Refuse/Garbage Disposal	GARBAGE	108.67
11/01/2019	5340303	E 101-43100-384	Refuse/Garbage Disposal	GARBAGE	58.23
11/01/2019	5340303	E 101-43100-384	Refuse/Garbage Disposal	GARBAGE	27.98
11/01/2019	5340303	E 101-43210-384	Refuse/Garbage Disposal	GARBAGE	58.81
11/01/2019	5340303	E 101-45200-384	Refuse/Garbage Disposal	GARBAGE	58.23
11/01/2019	5340303	E 101-45200-384	Refuse/Garbage Disposal	GARBAGE	27.99
11/01/2019	5340303	E 601-49440-384	Refuse/Garbage Disposal	GARBAGE	73.16
11/01/2019	5340303	E 601-49440-384	Refuse/Garbage Disposal	GARBAGE	111.93
11/01/2019	5340303	E 602-49490-384	Refuse/Garbage Disposal	GARBAGE	73.16
11/01/2019	5340303	E 602-49490-384	Refuse/Garbage Disposal	GARBAGE	27.98
11/01/2019	5340303	E 609-49750-384	Refuse/Garbage Disposal	GARBAGE	192.38
					<u>\$846.50</u>

AIRGAS NORTH CENTRAL

10/31/2019	9965759253	E 101-43100-217	Other Operating Supplies	RENTAL	12.98
10/31/2019	9965759253	E 101-43210-217	Other Operating Supplies	RENTAL	12.98
10/31/2019	9965759253	E 101-45200-217	Other Operating Supplies	RENTAL	12.98
10/31/2019	9965759253	E 601-49440-217	Other Operating Supplies	RENTAL	12.98
10/31/2019	9965759253	E 602-49490-217	Other Operating Supplies	RENTAL	13.01
					<u>\$64.93</u>

ALLIED BLACKTOP COMPANY

10/29/2019	4497	E 603-49490-403	Street Sweeping	STREET SWEEPING	5,220.00
					<u>\$5,220.00</u>

ALLINA HEALTH

12/01/2019	316249372	E 602-49490-441	Miscellaneous	SCREENING - PAUL CARPENTEI	46.00
12/01/2019	316249372	E 602-49490-441	Miscellaneous	SCREENING - PAUL CARPENTEI	46.00
					<u>\$92.00</u>

ANOKA COUNTY PROPERTY RECORDS

11/07/2019	.112019	E 101-41910-441	Miscellaneous	3731 BRIDGE ST PROPERTY TA;	391.82
					<u>\$391.82</u>

ARK TOWING AND RECOVERY

10/29/2019	90932	E 101-42110-441	Miscellaneous	SEARCH WARRANT SEIZURE	124.00
10/29/2019	90934	E 101-42110-441	Miscellaneous	SEARCH WARRANT SEIZURE	124.00
10/29/2019	91022	E 101-42110-441	Miscellaneous	FORFEITURE	124.00
10/29/2019	91029	E 101-42110-441	Miscellaneous	FORFEITURE	238.50
					<u>\$610.50</u>

ARTHUR J GALLAGHER

10/30/2019	3217857	E 101-41110-360	Insurance	SERVICE FEE	12.14
10/30/2019	3217857	E 101-41400-360	Insurance	SERVICE FEE	202.02
10/30/2019	3217857	E 101-41410-360	Insurance	SERVICE FEE	2.20
10/30/2019	3217857	E 101-41500-360	Insurance	SERVICE FEE	48.57
10/30/2019	3217857	E 101-41540-360	Insurance	SERVICE FEE	1.10
10/30/2019	3217857	E 101-41550-360	Insurance	SERVICE FEE	2.20
10/30/2019	3217857	E 101-41600-360	Insurance	SERVICE FEE	5.51
10/30/2019	3217857	E 101-41910-360	Insurance	SERVICE FEE	9.93
10/30/2019	3217857	E 101-41940-360	Insurance	SERVICE FEE	188.77

10/30/2019	3217857	E 101-42110-360	Insurance	SERVICE FEE	800.38
10/30/2019	3217857	E 101-42210-360	Insurance	SERVICE FEE	807.00
10/30/2019	3217857	E 101-42400-360	Insurance	SERVICE FEE	4.41
10/30/2019	3217857	E 101-42700-360	Insurance	SERVICE FEE	3.31
10/30/2019	3217857	E 101-43100-360	Insurance	SERVICE FEE	600.56
10/30/2019	3217857	E 101-43210-360	Insurance	SERVICE FEE	18.76
10/30/2019	3217857	E 101-45200-360	Insurance	SERVICE FEE	1,268.46
10/30/2019	3217857	E 101-49200-360	Insurance	SERVICE FEE	6.62
10/30/2019	3217857	E 208-42110-360	Insurance	SERVICE FEE	8.83
10/30/2019	3217857	E 225-45100-360	Insurance	SERVICE FEE	2.20
10/30/2019	3217857	E 601-49440-360	Insurance	SERVICE FEE	901.94
10/30/2019	3217857	E 602-49490-360	Insurance	SERVICE FEE	352.16
10/30/2019	3217857	E 609-49750-360	Insurance	SERVICE FEE	252.93
					\$5,500.00

ASTECH CORPORATION

11/14/2019	.1119	E 405-43100-804	2019 Street Improvements	PAY ESTIMATE #1	294,976.60
					\$294,976.60

BELLBOY CORPORATION

11/05/2019	0081389100	E 609-49751-206	Freight and Fuel Charges	FREIGHT	14.35
11/05/2019	0081389100	E 609-49751-251	Liquor For Resale	LIQUOR	814.75
11/05/2019	0100397900	E 609-49751-206	Freight and Fuel Charges	FREIGHT	2.28
11/05/2019	0100397900	E 609-49751-254	Miscellaneous Merchandise	MISC	59.34
					\$890.72

BERNICK COMPANIES, THE

11/07/2019	140237	E 609-49751-252	Beer For Resale	BEER	1,100.90
					\$1,100.90

BGS (BARNA GUZY)

10/31/2019	208907	E 101-41600-312	Criminal Legal Fees	PROSECUTION RETAINER FILE	5,000.00
10/31/2019	209288	E 101-41600-304	Civil Legal Fees	MUNICIPAL	1,900.00
10/31/2019	209289	E 101-41600-304	Civil Legal Fees	GENERAL LABOR	1,269.00
10/31/2019	209290	E 101-41600-304	Civil Legal Fees	SMITH ADMIN HEARING	574.00
10/31/2019	209291	E 101-41600-304	Civil Legal Fees	COMMUNITY DEVELOPMENT	1,722.00
10/31/2019	209292	E 101-41600-304	Civil Legal Fees	MISC - NON RETAINER	714.00
10/31/2019	209340	G 803-22160	ESC-SCHULTE SUBDIVISION	SCHULTE - TURLTE PONDS	270.00
10/31/2019	209451	E 101-41600-304	Civil Legal Fees	PETITION FOR CERTIFICATE OF	116.00
10/31/2019	209488	E 101-41600-304	Civil Legal Fees	MISC FORFEITURES	442.00
10/31/2019	209489	E 101-41600-304	Civil Legal Fees	WATSON FORFEITURE	182.00
10/31/2019	209490	E 101-41600-304	Civil Legal Fees	MORGAN FORFEITURE	112.00
					\$12,301.00

BREAKTHRU BEVERAGE

07/12/2019	2080242662	E 609-49751-252	Beer For Resale	BEER	(46.40)
07/23/2019	2080243586	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(1.65)
07/23/2019	2080243586	E 609-49751-253	Wine For Resale	WINE	(36.00)
08/06/2019	2080245053	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(3.30)
08/06/2019	2080245053	E 609-49751-251	Liquor For Resale	LIQUOR	(139.66)
08/15/2019	2080246790	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(3.30)
08/15/2019	2080246790	E 609-49751-251	Liquor For Resale	LIQUOR	(63.72)
08/15/2019	2080246790	E 609-49751-254	Miscellaneous Merchandise	MISC	(20.00)
08/21/2019	2080247190	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(1.65)
08/21/2019	2080247190	E 609-49751-253	Wine For Resale	WINE	(72.00)
10/07/2019	2080251558	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(3.30)
10/07/2019	2080251558	E 609-49751-253	Wine For Resale	WINE	(104.00)
11/07/2019	1081053986	E 609-49751-206	Freight and Fuel Charges	FREIGHT	87.45
11/07/2019	1081053986	E 609-49751-251	Liquor For Resale	LIQUOR	8,309.81
11/07/2019	1081053986	E 609-49751-253	Wine For Resale	WINE	416.00
					\$8,318.28

BROOKSIDE CONSTRUCTION INC

11/14/2019	.1119	G 803-22000	Deposits	PARTIAL ESCROW REF-6445 AM	3,300.00
					\$3,300.00

BUSKEY, CRYSTAL

11/13/2019	.112019	E 609-49751-254	Miscellaneous Merchandise	REIMBURSEMENT	20.37
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					\$20.37
CINTAS					
10/15/2019	4032468536	E 601-49440-417	Uniform Clothing & PPE	UNIFORMS	5.32
10/15/2019	4032468536	E 602-49490-417	Uniform Clothing & PPE	UNIFORMS	5.32
11/05/2019	4034122187	E 601-49440-417	Uniform Clothing & PPE	UNIFORMS	5.32
11/05/2019	4034122187	E 602-49490-417	Uniform Clothing & PPE	UNIFORMS	5.32
11/12/2019	4034756437	E 602-49490-417	Uniform Clothing & PPE	UNIFORMS	10.64
11/12/2019	4034756502	E 601-49440-402	Janitorial Service	RUG MAINTENANCE	23.04
					\$54.96
COON RAPIDS, CITY OF					
10/31/2019	12742	E 101-43100-303	Engineering Fees	2019 SEALCOATING LEGAL COS	2,066.38
					\$2,066.38
CUSTOM GRAPHIX					
11/06/2019	45463	E 101-41910-318	Economic Development	BANNER AND STAND	273.00
					\$273.00
DAHLHEIMER DIST. CO. INC.					
10/29/2019	1140873	E 609-49751-252	Beer For Resale	BEER	(46.20)
11/01/2019	129-01886	E 609-49751-252	Beer For Resale	BEER	360.00
11/06/2019	129-01953	E 609-49751-252	Beer For Resale	BEER	6,552.05
11/06/2019	129-01953	E 609-49751-255	N/A Products	N/A	36.80
					\$6,902.65
DEFIANT DISTRIBUTORS LLC					
11/07/2019	000682	E 609-49751-251	Liquor For Resale	LIQUOR	555.14
					\$555.14
DEX MEDIA EAST LLC					
11/05/2019	.112019	E 609-49750-340	Advertising	ADVERTISING	82.50
					\$82.50
EMERGENCY MEDICAL PRODUCTS					
11/04/2019	2112511	E 101-42210-217	Other Operating Supplies	EXAM GLOVES	184.90
11/06/2019	2112976	E 101-42210-217	Other Operating Supplies	EXAM GLOVES	292.01
					\$476.91
FINANCE AND COMMERCE					
11/05/2019	744500679	E 602-49490-352	General Notices and Pub Info	BID ADVERTISEMENT	112.90
					\$112.90
FLYTE HCM LLC					
11/07/2019	52023	E 101-41540-301	Auditing and Acct g Services	ADMIN FEE	39.00
					\$39.00
GEORGE, ANTHONY					
11/13/2019	.1119	G 601-22200	Deferred Revenues	REF ACCT# 4542	185.26
					\$185.26
GRANITE CITY JOBBING CO.					
11/05/2019	160187	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.25
11/05/2019	160187	E 609-49751-254	Miscellaneous Merchandise	MISC	46.34
11/05/2019	160187	E 609-49751-256	Tobacco Products For Resale	TOBACCO	3,216.31
					\$3,266.90
HAKANSON ANDERSON ASSOC., INC.					
10/21/2019	42860	E 405-43100-303	Engineering Fees	KINGS HWY & RVIERBANK	15,790.06
10/21/2019	42861	E 405-43100-303	Engineering Fees	2019 STREET REHAB	2,427.58
10/21/2019	42862	E 601-49440-303	Engineering Fees	WATER METER REPLACEMENT	426.25
10/21/2019	42862	E 602-49490-303	Engineering Fees	WATER METER REPLACEMENT	426.24
10/21/2019	42863	E 101-43100-303	Engineering Fees	GENERAL ENGINEERING	1,985.50
10/21/2019	42863	E 101-43100-303	Engineering Fees	GENERAL ENGINEERING	869.00
10/21/2019	42864	E 101-41910-303	Engineering Fees	ROUTINE SERVICES	133.33
10/21/2019	42864	E 101-43100-303	Engineering Fees	ROUTINE SERVICES	133.33
10/21/2019	42864	E 101-45200-303	Engineering Fees	ROUTINE SERVICES	133.33
10/21/2019	42864	E 601-49440-303	Engineering Fees	ROUTINE SERVICES	133.33
10/21/2019	42864	E 602-49490-303	Engineering Fees	ROUTINE SERVICES	133.33

10/21/2019	42864	E 603-49490-303	Engineering Fees	ROUTINE SERVICES	133.35
10/21/2019	42865	E 101-42400-303	Engineering Fees	BUILDING PERMIT REVIEWS	700.25
10/21/2019	42866	E 101-43100-309	ROW-Engineering	PERMIT REVIEWS	563.00
					\$23,987.88

HOISINGTON KOEGLER GROUP, INC

11/10/2019	018-041-14	E 101-41910-307	Comp Plan/Wetland Fees	COMPREHENSIVE PLAN	588.75
11/10/2019	018-041-14	E 101-41910-311	Contract	GENERAL PLANNING	1,327.92
11/10/2019	018-041-14	G 803-22160	ESC-SCHULTE SUBDIVISION	ESC-SCHULTE TURTLE PONDS	640.79
11/10/2019	018-041-14	G 803-22167	ESC-ASPER VARIANCE 910 2361	ASPER - VARIANCE	622.04
11/10/2019	018-041-14	G 803-22168	LANGSETH SUBDIVISION	LANGSETH SUBDIVISION	187.50
11/10/2019	018-041-14	G 803-22169	Drake Street Variance	DRAKE ST - VARIANCE	281.25
					\$3,648.25

INITIAL DEFENSE CUSTOMIZED TRN

10/30/2019	19-34	E 101-42110-208	Training and Instruction	STATE MANDATED TRAINING	790.00
					\$790.00

INNOVATIVE OFFICE SOLUTIONS, L

11/04/2019	IN2740587	E 101-42110-200	Office Supplies	OFFICE SUPPLIES	24.90
11/04/2019	IN2740587	E 101-43100-200	Office Supplies	OFFICE SUPPLIES	44.94
					\$69.84

JOHNSON BROS WHLSE LIQUOR

11/06/2019	1428090	E 609-49751-206	Freight and Fuel Charges	FREIGHT	19.23
11/06/2019	1428090	E 609-49751-251	Liquor For Resale	LIQUOR	1,247.15
11/06/2019	1428091	E 609-49751-206	Freight and Fuel Charges	FREIGHT	9.42
11/06/2019	1428091	E 609-49751-253	Wine For Resale	WINE	318.20
					\$1,594.00

KING S SUPERMARKET, INC.

09/30/2019	.1019	E 101-42210-212	Motor Fuels	SEPTMEBER FUEL	38.72
10/31/2019	.1119	E 101-42210-212	Motor Fuels	OCTOBER 2019	254.24
					\$292.96

KODIAK POWER SYSTEMS

11/07/2019	KPS0456	E 601-49440-228	Equipment Maintenance	SERVICE	620.00
11/07/2019	KPS0456	E 602-49490-228	Equipment Maintenance	SERVICE	620.00
					\$1,240.00

LEAGUE OF MN CITIES

11/13/2019	.1119	E 101-41400-433	Dues and Subscriptions	TRAINING STOLL, WIDA	40.00
11/13/2019	.1119	E 101-45200-208	Training and Instruction	TRAINING J.OLSON	20.00
					\$60.00

LEPAGE & SONS

11/03/2019	86955	E 101-43210-439	Recycling Days	LEAVES	711.14
					\$711.14

LMC INSURANCE TRUST

11/01/2019	15016	E 101-42110-360	Insurance	DEDUCTIBLE-POLICE	266.39
11/06/2019	5326	E 101-42110-360	Insurance	DEDUCTIBLE - POLICE	500.00
					\$766.39

MARTIN-MCALLISTER

10/31/2019	12707	E 601-49440-441	Miscellaneous	PERSONNEL EVALUATION-CARI	275.00
10/31/2019	12707	E 602-49490-441	Miscellaneous	PERSONNEL EVALUATION-CARI	275.00
					\$550.00

MCDONALD DIST CO.

11/06/2019	283-0024	E 609-49751-252	Beer For Resale	BEER	(11.33)
11/06/2019	514332	E 609-49751-252	Beer For Resale	BEER	8,278.20
11/06/2019	514351	E 609-49751-252	Beer For Resale	BEER	(42.49)
					\$8,224.38

MED-COMPASS, INC.

10/22/2019	36615	E 101-41940-441	Miscellaneous	ANNUAL HEARING TEST	231.66
10/22/2019	36615	E 101-43100-441	Miscellaneous	ANNUAL HEARING TEST	231.67
10/22/2019	36615	E 101-43210-441	Miscellaneous	ANNUAL HEARING TEST	231.66

10/22/2019	36615	E 101-45200-441	Miscellaneous	ANNUAL HEARING TEST	231.67
10/22/2019	36615	E 601-49440-441	Miscellaneous	ANNUAL HEARING TEST	231.67
10/22/2019	36615	E 602-49490-441	Miscellaneous	ANNUAL HEARING TEST	231.67
					\$1,390.00

MEDTOX LABORATORIES, INC.

10/31/2019	10201995907	E 101-43100-441	Miscellaneous	MED TESTING	6.25
10/31/2019	10201995907	E 101-45200-441	Miscellaneous	MED TESTING	6.25
10/31/2019	10201995907	E 601-49440-441	Miscellaneous	MED TESTING	6.25
10/31/2019	10201995907	E 602-49490-441	Miscellaneous	MED TESTING	6.25
					\$25.00

METRO SALES, INC.

11/11/2019	1469253	E 101-41400-200	Office Supplies	COPIES	2.67
11/11/2019	1469253	E 101-42110-200	Office Supplies	COPIES	2.67
11/11/2019	1469253	E 101-42400-200	Office Supplies	COPIES	2.67
11/11/2019	1469253	E 101-43100-200	Office Supplies	COPIES	2.67
11/11/2019	1469253	E 101-45200-200	Office Supplies	COPIES	2.67
11/11/2019	1469253	E 601-49440-200	Office Supplies	COPIES	2.67
11/11/2019	1469253	E 602-49490-200	Office Supplies	COPIES	2.67
11/11/2019	1469253	E 609-49750-200	Office Supplies	COPIES	2.70
					\$21.39

MIDCONTINENT COMMUNICATIONS

11/21/2019	133313001	E 609-49750-321	Telephone	TELEPHONE - LIQUOR STORE	150.00
11/21/2019	133327101	E 101-42110-321	Telephone	TELEPHONE - POLICE & PW	17.18
11/21/2019	133327101	E 101-43100-321	Telephone	TELEPHONE - POLICE & PW	17.18
11/21/2019	133348601	E 601-49440-321	Telephone	TELEPHONE - WATER PLANT	150.00
					\$334.36

MN FIRE CERTIFICATION BOARD

11/07/2019	7304	E 101-42210-208	Training and Instruction	TRAINING - MCDONOUGH	100.00
					\$100.00

MN NCPERS LIFE INSURANCE

10/19/2019	.1119	G 101-21713	MN Life	NOVEMBER INSURANCE	80.00
					\$80.00

MN POLLUTION CONTROL AGENCY

11/12/2019	.112019	E 602-49490-433	Dues and Subscriptions	PERMIT FEE	1,240.00
					\$1,240.00

MUNICIPAL CODE CORPORATION

11/07/2019	00336128	E 101-41400-441	Miscellaneous	ANNUAL WEBSITE HOSTING	3,300.00
					\$3,300.00

NITTI ROLLOFF SERVICES

11/07/2019	39351	E 101-41910-441	Miscellaneous	CONTRACT	32,346.00
					\$32,346.00

OREILLY AUTO PARTS

10/21/2019	1539318964	E 101-45200-217	Other Operating Supplies	PARTS & SUPPLIES	128.79
					\$128.79

PACE ANALYTICAL SERVICES

10/07/2019	1912011613	E 602-49490-313	Sample Testing	TESTING	381.50
10/08/2019	1912011667	E 602-49490-313	Sample Testing	TESTING	151.00
10/08/2019	1912011669	E 602-49490-313	Sample Testing	TESTING	108.00
10/10/2019	1912011768	E 602-49490-313	Sample Testing	TESTING	120.00
10/17/2019	1912012023	E 602-49490-313	Sample Testing	TESTING	138.00
10/17/2019	1912012024	E 602-49490-313	Sample Testing	TESTING	121.00
10/17/2019	1912012035	E 602-49490-313	Sample Testing	TESTING	151.00
10/17/2019	1912012064	E 602-49490-313	Sample Testing	TESTING	93.00
10/29/2019	1912012458	E 602-49490-313	Sample Testing	TESTING	138.00
10/29/2019	1912012460	E 602-49490-313	Sample Testing	TESTING	108.00
10/29/2019	1912012464	E 602-49490-313	Sample Testing	TESTING	138.00
					\$1,647.50

PHILLIPS WINE & SPIRITS CO.

11/06/2019	2652102	E 609-49751-206	Freight and Fuel Charges	FREIGHT	20.80
11/06/2019	2652102	E 609-49751-251	Liquor For Resale	LIQUOR	2,159.62
11/06/2019	2652103	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.14
11/06/2019	2652103	E 609-49751-253	Wine For Resale	WINE	111.75
					\$2,295.31

PINE TECHNICAL & COMM. COLLEGE

11/08/2019	00045277	E 101-42210-208	Training and Instruction	SAFETY TRAINING	1,525.00
					\$1,525.00

POSTMASTER - ST. FRANCIS

11/14/2019	.1119	E 101-41400-322	Postage	NEWSLETTER POSTAGE	246.63
11/14/2019	.1119	E 101-42110-322	Postage	NEWSLETTER POSTAGE	70.46
11/14/2019	.1119	E 101-43100-200	Office Supplies	NEWSLETTER POSTAGE	140.93
11/14/2019	.1119	E 101-43210-439	Recycling Days	NEWSLETTER POSTAGE	70.46
11/14/2019	.1119	E 101-45200-200	Office Supplies	NEWSLETTER POSTAGE	35.23
11/14/2019	.1119	E 601-49440-200	Office Supplies	NEWSLETTER POSTAGE	70.46
11/14/2019	.1119	E 602-49490-200	Office Supplies	NEWSLETTER POSTAGE	35.23
11/14/2019	.1119	E 609-49750-322	Postage	NEWSLETTER POSTAGE	35.26
					\$704.66

ROSEVILLE, CITY OF

10/31/2019	0227104	E 101-41400-310	Computer Consulting Fees	ADOBE LICENSING	1,167.00
11/01/2019	0227134	E 101-41110-310	Computer Consulting Fees	VIRTUAL SERVER/STORAGE	113.32
11/01/2019	0227134	E 101-41400-310	Computer Consulting Fees	VIRTUAL SERVER/STORAGE	368.31
11/01/2019	0227134	E 101-41910-310	Computer Consulting Fees	VIRTUAL SERVER/STORAGE	56.71
11/01/2019	0227134	E 101-42110-310	Computer Consulting Fees	VIRTUAL SERVER/STORAGE	1,303.25
11/01/2019	0227134	E 101-42210-310	Computer Consulting Fees	VIRTUAL SERVER/STORAGE	209.65
11/01/2019	0227134	E 101-42400-310	Computer Consulting Fees	VIRTUAL SERVER/STORAGE	104.82
11/01/2019	0227134	E 101-43100-310	Computer Consulting Fees	VIRTUAL SERVER/STORAGE	113.32
11/01/2019	0227134	E 101-45200-310	Computer Consulting Fees	VIRTUAL SERVER/STORAGE	113.32
11/01/2019	0227134	E 601-49440-310	Computer Consulting Fees	VIRTUAL SERVER/STORAGE	113.32
11/01/2019	0227134	E 602-49490-310	Computer Consulting Fees	VIRTUAL SERVER/STORAGE	113.32
11/01/2019	0227134	E 609-49750-310	Computer Consulting Fees	VIRTUAL SERVER/STORAGE	56.66
11/04/2019	0227163	E 101-41110-310	Computer Consulting Fees	IT SERVICES NOVEMBER	310.13
11/04/2019	0227163	E 101-41400-310	Computer Consulting Fees	IT SERVICES NOVEMBER	1,007.94
11/04/2019	0227163	E 101-41910-310	Computer Consulting Fees	IT SERVICES NOVEMBER	155.15
11/04/2019	0227163	E 101-42110-310	Computer Consulting Fees	IT SERVICES NOVEMBER	3,566.58
11/04/2019	0227163	E 101-42210-310	Computer Consulting Fees	IT SERVICES NOVEMBER	573.75
11/04/2019	0227163	E 101-42400-310	Computer Consulting Fees	IT SERVICES NOVEMBER	286.87
11/04/2019	0227163	E 101-43100-310	Computer Consulting Fees	IT SERVICES NOVEMBER	310.13
11/04/2019	0227163	E 101-45200-310	Computer Consulting Fees	IT SERVICES NOVEMBER	310.13
11/04/2019	0227163	E 601-49440-310	Computer Consulting Fees	IT SERVICES NOVEMBER	310.13
11/04/2019	0227163	E 602-49490-310	Computer Consulting Fees	IT SERVICES NOVEMBER	310.13
11/04/2019	0227163	E 609-49750-310	Computer Consulting Fees	IT SERVICES NOVEMBER	155.06
11/04/2019	0227202	E 101-41940-321	Telephone	PHONE SERVICES - NOVEMBER	82.87
11/04/2019	0227202	E 101-42110-321	Telephone	PHONE SERVICES - NOVEMBER	82.87
11/04/2019	0227202	E 101-42210-321	Telephone	PHONE SERVICES - NOVEMBER	82.87
11/04/2019	0227202	E 101-43100-321	Telephone	PHONE SERVICES - NOVEMBER	82.87
11/04/2019	0227202	E 101-45200-321	Telephone	PHONE SERVICES - NOVEMBER	82.87
11/04/2019	0227202	E 601-49440-321	Telephone	PHONE SERVICES - NOVEMBER	82.87
11/04/2019	0227202	E 602-49490-321	Telephone	PHONE SERVICES - NOVEMBER	82.87
11/04/2019	0227202	E 609-49750-321	Telephone	PHONE SERVICES - NOVEMBER	82.91
					\$11,792.00

SHI INTERNATIONAL CORP

10/24/2019	B10785589	E 101-42110-200	Office Supplies	MICROSOFT OFFICE FOR SQUA	268.00
					\$268.00

SOUTHERN GLAZERS OF MN

10/31/2019	1884649	E 609-49751-206	Freight and Fuel Charges	FREIGHT	29.44
10/31/2019	1884649	E 609-49751-251	Liquor For Resale	LIQUOR	3,285.14
11/07/2019	1887373	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.84
11/07/2019	1887374	E 609-49751-206	Freight and Fuel Charges	FREIGHT	5.54
11/07/2019	1887374	E 609-49751-251	Liquor For Resale	LIQUOR	556.35
11/07/2019	1887375	E 609-49751-206	Freight and Fuel Charges	FREIGHT	44.80
11/07/2019	1887375	E 609-49751-253	Wine For Resale	WINE	1,746.00
					\$5,671.11

THE AMERICAN BOTTLING COMPANY

09/24/2019	3579002190	E 609-49751-254	Miscellaneous Merchandise	MISC	196.70
09/24/2019	3579002191	E 609-49751-254	Miscellaneous Merchandise	MISC	(256.90)
11/07/2019	3562312325	E 609-49751-254	Miscellaneous Merchandise	MISC	277.54
					<u>\$217.34</u>

U S BANK EQUIPMENT FINANCE

11/14/2019	.1119	E 101-41400-240	Office Equip	COPIER LEASE	200.82
11/14/2019	.1119	E 101-43100-240	Office Equip	COPIER LEASE	200.82
11/14/2019	.1119	E 101-43210-240	Office Equip	COPIER LEASE	200.82
11/14/2019	.1119	E 101-45200-240	Office Equip	COPIER LEASE	200.82
11/14/2019	.1119	E 601-49440-240	Office Equip	COPIER LEASE	200.82
11/14/2019	.1119	E 602-49490-240	Office Equip	COPIER LEASE	200.85
					<u>\$1,204.95</u>

VINOCOPIA, INC.

11/01/2019	0244516-IN	E 609-49751-206	Freight and Fuel Charges	FREIGHT	12.00
11/01/2019	0244516-IN	E 609-49751-251	Liquor For Resale	LIQUOR	448.00
11/01/2019	0244516-IN	E 609-49751-253	Wine For Resale	WINE	88.00
11/08/2019	0245035-IN	E 609-49751-206	Freight and Fuel Charges	FREIGHT	18.00
11/08/2019	0245035-IN	E 609-49751-253	Wine For Resale	WINE	1,410.67
					<u>\$1,976.67</u>

WELLINGTON SECURITY SYSTEMS

11/01/2019	150892	E 101-41940-445	Security	CITY HALL ALARM	363.75
					<u>\$363.75</u>

WINE MERCHANTS

11/06/2019	7259853	E 609-49751-206	Freight and Fuel Charges	FREIGHT	1.57
11/06/2019	7259853	E 609-49751-253	Wine For Resale	WINE	216.00
					<u>\$217.57</u>

FUND SUMMARY\$457,038.46

101 GENERAL FUND	\$80,957.25
208 POLICE FORFEITURE	\$8.83
225 PARK FUND	\$2.20
405 Street Improvement Fund	\$313,194.24
601 WATER FUND	\$3,941.72
602 SEWER FUND	\$6,017.55
603 STORM WATER	\$5,353.35
609 LIQUOR FUND	\$42,261.74
803 ESCROW	\$5,301.58
Total	<u><u>457,038.46</u></u>

CITY OF ST. FRANCIS
11/18/2019

Checks cut since last Council Meeting

Check Number	Check Date	Payee	Description	Amount
TOTAL				0.00
Disbursements via Debits to 4M Account				
		Payee	Description	Amount

TOTAL 0.00

Disbursements via Debits to Checking Account

	Payee	Description	Amount
10/01/19	Health Partners	Insurance	23,879.16
10/02/19	Cayan	CC Fees	3,526.91
10/03/19	Federal Tax	Payroll	21,507.70
	PERA	Payroll	19,599.30
	VOYA	Payroll	1,475.00
	ICMA	Payroll	385.00
	State Tax	Payroll	4,717.71
	MSRS	Payroll	792.48
	Healthcare Savings	Payroll	754.50
10/11/19	Visa	CC Bill	14,207.88
10/16/19	Centerpoint	Gas	832.61
10/17/19	Federal Tax	Payroll	22,247.24
	PERA	Payroll	18,800.56
	VOYA	Payroll	1,475.00
	ICMA	Payroll	385.00
	State Tax	Payroll	4,837.09
	MSRS	Payroll	722.17
	Healthcare Savings	Payroll	754.50
	Sick Leave Conversion	Payroll	479.53
	Connexus	Electric	20,843.65
10/18/19	Cayan	CC Fees	39.90
10/21/19	MN Dept of Revenue	Sales Tax	19,701.00
10/22/19	Federal Tax	Payroll	1,503.97
	PERA	Payroll	929.22
	State Tax	Payroll	51.57
	Child support	Payroll	519.29
10/25/19	Cayan	Gift Card Fees	5.05
10/31/19	Federal Tax	Payroll	21,044.63
	PERA	Payroll	19,791.66
	VOYA	Payroll	1,475.00
	ICMA	Payroll	385.00
	State Tax	Payroll	4,326.03
	MSRS	Payroll	747.86
	Village Bank	Fees	109.80
	PSN	Fees	330.45
TOTAL			<u>233,183.42</u>

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

CITY COUNCIL WORK SESSION NOTES
NOVEMBER 13, 2019
5:30 P.M.

1. **Call to Order/Roll Call**

The Work Session was called to order at 5:33 pm by Mayor Steve Feldman.

Roll Call: Present were Mayor Steve Feldman, Council members Kevin Robinson, Joe Muehlbauer, Robert Bauer and Sarah Udvig. Also present were City Attorney Dave Schaps, City Administrator Joe Kohlmann, and Finance Director Darcy Mulvihill.

2. **Discussion on the 2020 Budget – General Fund**

Mayor Feldman said this is mostly a one-topic work session. Discussion on whether or not to include in the 2020 Budget the fire chief as a full time employee. Feldman said being you (Bauer) called this work session for more discussion on the topic. I will give you the floor and after the council will have their input.

Bauer said I put a packet together by calling all of the cities that were previously compared to during a previous work session. I didn't call other cities. I called the cities and got the facts. Bauer presented his information point by point with discussion on the topics with the council.

After Bauer presented his points, Mayor Feldman read talking points about the fire department operations provided by Joe Lawrence, Assistant Fire Chief.

Discussion was held amongst the council. In addition, the council asked questions of Mr. Lawrence.

After extensive discussion, City Administrator Joe Kohlmann stated the Full Time Fire Chief will remain in the 2020 Budget for consideration at the December 2, 2019 City Council meeting.

3. **Adjournment**

Mayor Feldman adjourned the work session at 8:15 p.m.

Submitted by,

Barbara I. Held, City Clerk

JEFFREY S. JOHNSON
JON P. ERICKSON
MICHAEL F. HURLEY
HERMAN L. TALLE
CHARLES M. SEYKORA
DANIEL D. GANTER, JR.
BEVERLY K. DODGE
JAMES D. HOEFT
*JOAN M. QUADE
*JOHN T. BUCHMAN
SCOTT M. LEPAK
WILLIAM F. HUEFNER
BRADLEY A. KLETSCHER
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DAVID R. SCHAPS
THOMAS R. WENTZELL
LINDSAY K. FISCHBACH
NICOLE R. WIEBOLD
TYLER W. EUBANK
THOMAS M. CATURIA
BOBBI HERMANSON-ALBERS

OF COUNSEL
W. JAMES VOGL, JR.
JAMES H. WILLIS
RUSSELL H. CROWDER
ELIZABETH A. SCHADING

Writer's Direct Line: (763) 783-5168
Internet E-Mail Address: kkurth@bgs.com

VIA CERTIFIED MAIL & U.S. MAIL

November 8, 2019

Jennifer H. O'Reskie
Gary D. Smith
22708 Rum River Blvd.
St. Francis, MN 55070

Morrison Sund PLLC
5125 County Road 101
Suite 200
Minnetonka, MN 55345

TCF National Bank
Minnesota Retail Lending Department
801 Marquette Avenue
Minneapolis, MN 55402

RE: 22708 Rum River Boulevard NW, St. Francis, MN
PIN #05-33-24-22-0013

Dear Sir/Ma'am:

Please be advised according to records on file with the Anoka County Recorder/Registrar of Titles, you have an interest in the above referenced real property. This letter is to advise you that at its regular meeting on November 18, 2019, at 6:00 p.m. or as soon after as can be heard, the St. Francis City Council will consider whether the above described real property contains a hazardous building(s) in accordance with Minn. Stat. § 463.15 *et seq.* and St. Francis city ordinances. In the event that the St. Francis City Council makes such a finding, it will order said building(s) located at the property be razed and the costs thereof assessed against the property. You are entitled to appear at the hearing and be represented by legal counsel. You will be given an opportunity to address the allegations and present such information as you deem appropriate.

Please feel free to contact me at 763-780-8500 or Phil Dahlheimer, Building Official, at 763-235-2317 with any questions.

Sincerely,

BARNA, GUZY & STEFFEN, LTD.



Karen K. Kurth
Assistant St. Francis City Attorney

cc: Kate Thunstrom
Phil Dahlheimer
Joe Kohlman

Encls. Residential Investigation Report 181009P
Summary, Conclusions and Recommendations Report 120917P

1960488_1

**ST. FRANCIS CITY COUNCIL
ST. FRANCIS, MINNESOTA**

RESOLUTION NO. 2019-52

**A RESOLUTION ORDERING THE RAZING OF HAZARDOUS BUILDINGS
LOCATED AT 22708 RUM RIVER BOULEVARD NW, ST. FRANCIS, MINNESOTA**

WHEREAS, pursuant to Minn. Stat. §§463.15 and 463.261, the City Council of the City of St. Francis (the “City”) finds the buildings located at 22708 Rum River Boulevard NW, St. Francis Minnesota (the “Property”), to be hazardous buildings for the following reasons:

- a. The main building/structure on the Property is a two-story house (the “House”) that was damaged by fire in 2012. The House has numerous structural deficiencies resulting from marginal original framing, extensive remodeling which removed beams, portions of load bearing walls and other load bearing members, and repairs from previous fires. Removal of the wood lath and plaster resulted in the structural strength of numerous members and assemblies being materially less than they were prior to the fire and less than the minimum standards. Structural members were observed that are unsound and/or dangerous.
- b. There are safety issues with stairs, doorways, and egress windows.
- c. The House was constructed without any fire blocking.
- d. In addition to the structural conditions, a large portion of the plumbing and electrical systems need to be replaced due to heat and fire exposure.
- e. There is damage to siding and several windows, some of which are boarded up.
- f. Parts of the foundation may be compromised by loose stones in upper portion of the stone foundation caused by cracking and crumbling mortar.
- g. The House was designated uninhabitable for human occupancy on June 13, 2013.
- h. An inspection on October 9, 2018 found that the House was in nearly the same condition it was in in 2012, that the conditions noted in 2012 had not been remedied, and noted the presence of additional problems and conditions.
- i. Rotted rim band which allows animals and rodents to enter the House.
- j. A pvc waste line has been extended through the north foundation to the exterior. A RV sewer drain hose was in the home. It is expected that the RV sewer is drained with this hose and the pvc piping that extends through the foundation wall and is being used for a RV dump line into City sewer system.

- k. Additional electrical concerns including, but not limited to, temporary wiring and cords, construction lights strung in the basement and main level, power box with outlets in the basement, electrical cord hanging by the furnace, which may be used to power the furnace, power cord extending down the left side of the water heater, and live outlet box.
- l. The House is being used to store various items of personal property. The abundance of stored items makes it difficult to walk through some of the rooms in the House and includes hazardous and potentially hazardous items such as a propane tanks, fuel cans, tires, fiberglass insulation, and a pvc storage tank.
- m. There is an exterior propane tank with no connections located north of the House.
- n. There is a large detached garage/shop (the “Large Garage”) located on the Property being used as living quarters. A portable toilet was located on the north side of the structure. There is an excessive amount of clutter in the structure, which includes potentially hazardous items such as fuel cans.
- o. There is a smaller single detached garage on the Property. The windows are boarded up and the structure is in a dilapidated condition.
- p. New notices designating the House and Large Garage uninhabitable were posted on October 9, 2018.
- q. The Property has been cited numerous times for failing to address the conditions set forth above including the last Administrative Citation issued on June 5, 2019 for failing to apply for permits for repair/remodel requirements by April 20, 2019 or for demolition permits by March 20, 2019 as set forth in the February 5, 2019 Administrative Notice.

WHEREAS, the conditions listed above are more fully documented in the Residential Structural Inspection report and Residential Investigation report completed on September 17, 2012 and October 9, 2018 respectively, by Mark Soderlund, P.E., Advanced Consulting and Inspection, LLC, copies of which are attached to this resolution as Exhibit A.

WHEREAS, because of inadequate maintenance, dilapidation and the buildings’ poor physical condition and structural integrity, the buildings endanger the public health, safety and welfare and, further, it is in the public’s best interest that the buildings be razed.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS, MINNESOTA AS FOLLOWS:

In the Matter of Hazardous Real Estate located at 22708 Rum River Boulevard NW, St. Francis, Minnesota, legally described as follows:

Parcel 1: Outlot 3, Village of St. Francis, Except the West 58.00 Feet Thereof, As Measured Along the South Line Thereof, Anoka County, Minnesota;

Parcel 2: The West 158.00 Feet of Outlot 3, As Measured Along the South Line Thereof, Village of St. Francis, Anoka County, Minnesota.

PIN: 05-33-24-22-0013

To: Jennifer O'Reskie, Gary Smith, and all others claiming any right, title or interest in the above-described property, including TCF National Bank, and Morrison Sund, PLLC:

1. That pursuant to the foregoing findings and in accordance with Minn. Stat. §§463.15 and 463.261, the council orders the record owners of the above-identified hazardous buildings, or their representatives, to make the following corrections on the property at 22708 Rum River Boulevard NW, St. Francis, Minnesota:
 - a. Repair the House and Large Garage structures in accordance with Minnesota State Building Code for new construction ("Code") and in accordance with applicable local ordinances including, but not limited to, the following:
 - Installing beams, headers and supporting framing of adequate size in doorways and openings in load-bearing walls.
 - Installing headers and support framing at window openings.
 - Correcting floor and wall framing deficiencies at both stairways in the House.
 - Correct roof framing deficiencies, including framing the chimney.
 - Reconstruction of the wall between the laundry room and bathroom.
 - Installing fire blocking in all locations required by code.
 - Replacement of members improperly notched or cut for electrical and plumbing.
 - Reinforcing or replacing floor joists per code.
 - Installing structural support for the central upper level wall in the House.
 - Installation of additional webs, collar ties, and/or larger rafters in the roof framing.
 - Installation of a beam over the main floor bay area on the left elevation of the House.
 - All structural members fastened per code.
 - Repair and/or replace plumbing systems in accordance with code.
 - Repair and/or replace electrical systems in accordance with code.

- Install hardwired and interconnected smoke and carbon monoxide detectors per code requirement.
 - Replace damaged windows.
 - Replace damaged siding.
 - Replace rotted rim band and fascia.
 - Scrape, prime and paint exteriors
 - Repair areas of the foundation where stones are loose and/or no longer tightly bound by mortar.
 - Remove the PCV waste line extended through the north foundation to the exterior.
 - Remove exterior propane tank.
 - Remove portable toilet.
 - Remove hazardous and potentially hazardous items from structures.
- b. Apply for a permit to demolish the small single detached garage, raze the garage and remove the debris.
2. That the repairs listed above must all be made within sixty (60) days after the order is served upon the property owner. The repairs must be completed in compliance with all applicable codes and regulations, pursuant to proper permits from the City.
 3. That if the repairs are not made within the time provided in paragraph 2, the buildings are ordered to be razed, the foundations filled, and the property left free of debris, in compliance with all applicable codes and regulations, pursuant to proper permits from the City. This must be completed within twenty (20) days after the initial time period provided in paragraph 2 has expired.
 4. That a motion for summary enforcement of this order will be made to the District Court of Anoka County in which the hazardous building or property is situated unless corrective action is taken, or unless an answer is filed within the time specified in Minn. Stat. §463.18, which is 20 days.
 5. That in accordance with Minn. Stat. §463.24, the owner or occupant must remove all personal property and/or fixtures that will reasonably interfere with the work within 30 days. If the property and/or fixtures are not removed and the City enforces this Order, the City may sell personal property, fixtures, and/or salvage materials at public auction after three days posted notice.
 6. That if the City must take actions to enforce this order, all enforcement costs will be specially assessed against the property and collected in accordance with Minn. Stat. §§ 463.22, 463.161, and 463.21.
 7. That the City Attorney is authorized to serve this order upon the owner of the premises at 22708 Rum River Boulevard NW, and all lien-holders of record.

8. That the city attorney is authorized to proceed with the enforcement of this order as provided in Minn. Stat. §§ 463.15 and 463.261.

Passed by the City Council of St. Francis, Minnesota this 18th day of November, 2019.

Mayor Steve Feldman

Attested:

Barbara I. Held, City Clerk

1941828_1

EXHIBIT A

Residential Investigation

22708 Rum River Boulevard
St. Francis, MN

October 9, 2018

Report #181009P
Prepared for City of St. Francis



Section

1

Introduction and Background

On October 9, 2018, the buildings at 22708 Rum River Boulevard in St. Francis, MN were assessed. Present was Mark Soderlund, PE, Phil Dahlheimer and Mike Creelman. The main residence on this property was subject to a fire in 2012 and restoration has not occurred to date. The purpose of the site visit was to assess the present condition of the main residence and other buildings on the property.

Section

2

Investigation

The following series of photographs document the site visit at this property.



PHOTO #1

West elevation



PHOTO #2

East elevation



South elevation

PHOTO #3



North elevation

PHOTO #4



PHOTO #5

The rim band is rotted at the base of the west-facing wall on the north elevation. Animals and rodents can enter the home.



PHOTO #6

The fascia on the east-facing wall at the south elevation is rotted. The fire department did have to break into the soffits in areas.



PHOTO #7

The south-facing windows above the porch are still boarded up from the inside.



PHOTO #8

The posting from 2013 was still on the south entry door.



PHOTO #9

A pvc waste line has been extended through the north foundation wall to the exterior.



PHOTO #10

The waste line is connected in the basement and is expected to be used for an RV dump line.



The home has electrical service. Note the black cord extending from the switch panel into the home.

PHOTO #11



The cord supplies power to a breaker panel in the basement. This has not changed since the 2012 site visit other than the front panel has been installed.

PHOTO #12



PHOTO #13

Construction lights are strung up in the basement and extend into the main level.



PHOTO #14

There is also power at a box with outlets in the basement.



PHOTO #15

The front panel has been removed from the furnace. The electrical cord hanging by the furnace may be used to power the furnace.



PHOTO #16

There is a gas line extending across the basement to the water heater that is not secured. This has not changed since the site visit in 2012.



PHOTO #17

The fan induced water heater requires power to operate. Note the power cord extending down the left side of the unit. In 2012, the unit was plugged into an outlet in the ceiling several feet away.



PHOTO #18

This photo shows a live outlet box in the basement. The plug on the cord has a lamp that is lit.



PHOTO #19

There is no connection to the propane tank located north of the house.



PHOTO #20

A RV sewer drain hose was in the home. It is expected that the RV sewer is drained with this hose and the PVC piping that extends through the foundation wall.

It is not known if there is a private sewage treatment system on the property or if it is connected to the municipal system.



PHOTO #21

There is an abundance of stored items on the main level. This photo shows the kitchen/dining area, which is difficult to walk through.



PHOTO #22

There is a propane tank and a fuel can in the bathroom. The window is slightly open.



PHOTO #23

The string of temporary lights extends to the main level from the basement. The lights were present in 2012.



PHOTO #24

This photo shows additional stored items covering the floor in the center of the first floor.



PHOTO #25

There is clothing on the floor in an upper level bedroom. Otherwise the room appears as it did in 2012.



PHOTO #26

This photo shows additional stored items in the upper level.



PHOTO #27

This photo shows additional stored items in the upper level.



PHOTO #28

There are tires also.



PHOTO #47

The new notice was posted on the south entry door to the home and on the door to the large garage.



There is a pvc storage tank and a second propane tank near the south entry.

PHOTO #29



Bundles of fiberglass insulation are stored in the corner of the kitchen.

PHOTO #30



This photo shows the south side of the detached garage/shop.

PHOTO #31



This photo shows the north side. There is a portable toilet on site.

PHOTO #32



PHOTO #33

Access to the finished space is gained through the north garage stall.



PHOTO #34

There is an upper level storage area which is accessed by a stairway from the rear of the building.



PHOTO #35

The roof is in fair condition with a few missing tables.



PHOTO #36

This photo shows another missing tab near the ridge at the front.



PHOTO #37

This photo shows the items stored in the north garage stall. The door to the heated space is shown.



PHOTO #38

There is also a through-wall air conditioner present. An array of computer equipment and monitors was operating.



PHOTO #39

This photo shows the items stored in the south garage stall.



PHOTO #40

The south stall also contains two fuel cans.



PHOTO #41

This photo shows the stored items in the attic storage area.



PHOTO #42

There is a single detached garage to the north.



PHOTO #43

The windows are boarded up. The roof appears to be in fair condition.



PHOTO #44

This photo shows the stored items in the garage.



There is electrical service in this garage.

PHOTO #45



There is a light fixture in the ceiling. There does not appear to be power in the garage at this time.

PHOTO #46

Section

3

Summary

The fire and fire suppression activity on February 26, 2012 caused very little damage to the structure of the home but did result in some foundation distress. The damage to the structure occurred when all of the plaster and lath was removed from the interior walls. Report #120917P documented the damage resulting from the fire and the distress to the structure that occurred after the plaster and lath was removed. The insurance company proposed a restoration plan to remove the plaster and lath, treat the framing, and install gypsum wallboard. After the structure settled and shifted without the support of the plaster and lath, the insurance company was not willing to fund structural repairs which resulted in a lawsuit and trial that was held in September of 2014.

Mr. Smith argued in trial that the cost of foundation repairs, structural repairs, new plumbing and wiring, and restoration of the home to meet code would exceed the insurance coverage limits and restoration to its pre-fire state with plaster walls, and period wood flooring, trim, etc. would exceed the cost to demolish the home and rebuild. It is my understanding that Mr. Smith did not prevail in trial.

Section

4

Conclusions and Recommendations

The following conclusions and recommendations are based upon a reasonable degree of engineering certainty. The site visit revealed that the home is in nearly the same condition as it was in 2012. It has not fallen into disrepair beyond the damage that was sustained in 2012. The major change is the amount of clutter and stored items in the home. The recommendations from report #120917P issued in October 2012 are still valid concerning the restoration of the home.

The scope of restoration including foundation repair and structural repair is beyond the capability of most home owners. It is my understanding that Mr. Smith intends to start restoration work on the home in the spring of 2019. If that is his intent, Mr. Smith will need to work with a licensed design professional and either a general contractor or an array of subcontractors over the winter to prepare plans, specifications, and costs for the project. It is my recommendation that the building official meet with Mr. Smith to outline the various permits that will be needed for this project and the level of detail in the plans and specifications that need to be submitted in order to obtain these permits. Once the project requirements have been established and communicated, Mr. Smith will be able to procure bids and/or estimates and fully realize the cost of the project.

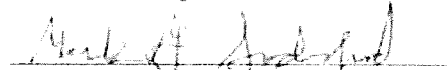
The site visit did reveal several safety issues which should be brought to the attention of Mr. Smith including temporary electrical wiring and cords, storing portable propane tanks and fuel cans in the home, using the sewage system on site as a RV dump, and the excessive clutter. Please contact me if you have any further questions regarding this project.

Respectfully Submitted,



Mark G. Soderlund, P.E.
Certified Building Inspection Engineer
Principal Engineer
Advanced Consulting & Inspection, LLC

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota


Mark G. Soderlund, P.E.

Date: 1/14/19
Reg. # 23685

RESIDENTIAL STRUCTURAL INSPECTION

22708 Rum River Boulevard
St. Francis, MN

September 17, 2012

Report #120917P



ADVANCED CONSULTING & INSPECTION

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952-435-1068
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ADVANCED CONSULTING & INSPECTION

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952-435-1068

INSPECTION SUMMARY REPORT

INSPECTION DATE: September 17, 2012

ISSUE DATE: October 16, 2012

CLIENT: Gary Smith

ADDRESS: 22708 Rum River Boulevard

TYPE: Consulting – Structural

St. Francis, MN

① Introduction and Background

This home was damaged by fire on February 26, 2012. Subsequently, all of the plaster was removed from all of the interior walls due to damage from the fire and water used to extinguish the fire. Once the plaster was removed, the owner reported the structure starting shifting and settling.

The purpose of this inspection was to review the home for structural deficiencies which would require repair prior to installing gypsum wallboard or plaster.

② Overview of Residence

This two-story home is clad in vinyl lap siding at all four elevations. An addition was installed at the rear or west elevation in 1985. The owner reported that the floor joists in the bedroom above the dining room were sistered in the late 1990s. Asphalt composition shingles were installed on the gable roof about 5-6 years ago. The original stone foundation has been reinforced by installation of poured concrete knee walls at the interior. Photographs #1 - #4 show the various elevations of this home.

③ Investigation

The following series of photographs document the inspection process.



PHOTO #1
Front Elevation



PHOTO #2
Left Elevation



PHOTO #3
Rear Elevation



PHOTO #4
Right Elevation



PHOTO #5

This photo shows the area where the fire originated. The laundry room is in the foreground. The partition wall between the laundry room and the bathroom had previously been removed. There is little fire damage to the structure.



PHOTO #6

There is a small area of charring on an exterior wall stud.

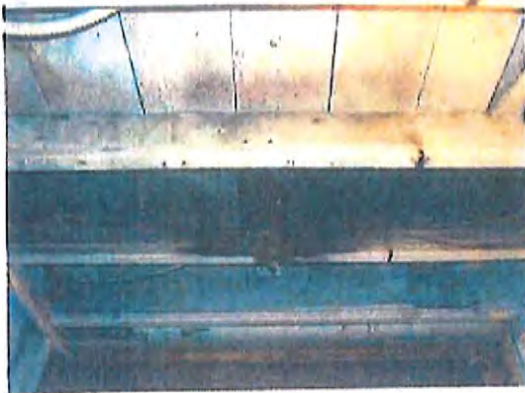


PHOTO #7

There is a small area of charring adjacent to the junction box for the ceiling fixture.



PHOTO #8

There is also damage at the upper portion of a window opening in the laundry room. There is no header at this opening.



PHOTO #9

The windows in the northwest corner of the home were destroyed. This photo shows the west-facing double casement window in the addition. There is a header present.



PHOTO #10

This photo shows a bay style triple casement window on the north wall of the west addition.



PHOTO #11

This photo shows the south laundry room wall adjacent to the west stairway. The stairway is attached to a floor joist that bears on a single 2x4 top plate several inches away from the nearest stud. The next joist to the right is bearing on the top plate mid-way between two studs that are more than 16" apart.



PHOTO #12

The stair stringers are toe nailed to a single floor joist.



PHOTO #13

The west stairway appears to have been reconstructed at a later date during a remodeling project, which may have followed a previous fire. The doorway constructed at the top of the basement stairs is only 71" tall.



PHOTO #14

The stairway opening has a single 2x4 member on the right side and no framing on the left side. Posts and blocks were installed under the ends of floor joists.



PHOTO #15

Temporary support framing was installed in the doorway between the living room and the dining room after the wood lath and plaster were removed. It is expected that this door opening was originally smaller and included a header which was cut away when the opening was enlarged. The top portions of the trimmers are still in place. After the plaster was removed, it was reported that the structure started to sag in this area.



PHOTO #16

The joists in the ceiling of the dining room had previously been reinforced by sistering smaller members to the existing joists, which appears to be the work of a non-professional. Some of these joists span 16 feet and some are notched in the lower 1/3 near the center of the span for electrical wiring.



PHOTO #17

This photo shows the ends of floor joists to a wall which was removed. It appears that another 2x4 was installed under the ends of the joists at the time the load bearing wall was cut away.



PHOTO #18

This photo shows a triple 2x10 header in an 8' doorway that is load bearing for the floor above. The header is supported on each end by a single 2x4.



PHOTO #19

Many of the window openings do not have headers.



PHOTO #20

This photo shows a front-facing 24" wide window without an adequate header. There are two 2x4s stacked flat above the opening.



PHOTO #21

The opening for the front stairway only has single 2x6 members and nailed connections. There is only a single 2x6 under the opening at the end of the wall.



PHOTO #22

The floor joists are notched and bear on 2x4s that bear on notched openings in the wall studs.



PHOTO #23

The floor joints have 2" of bearing on the top of each wall stud.



PHOTO #24

The stair stringers are attached to a single 2x4 member which is held in place with two nails at each end.



PHOTO #25

This photo shows two of the upper level windows that are within a few inches of the floor. These windows are the egress windows for these upper level bedrooms.

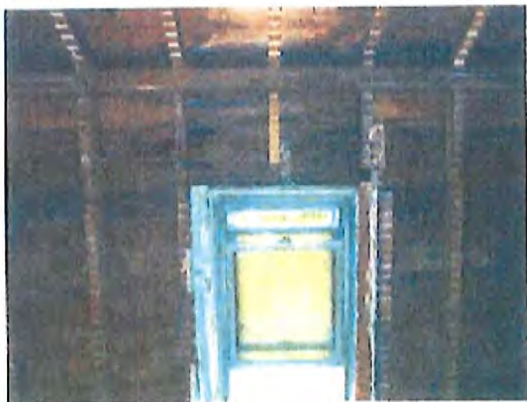


PHOTO #26

There is no header on this bedroom window.



PHOTO #27

There is only a single flat 2x4 member over this window opening.



PHOTO #28

There is no header at this window opening.



The rafters are supported with 1x webs that are at least 5' long.

PHOTO #29



There is smoke damage at this upper level window on the north elevation. The opening does not have a header.

PHOTO #30



PHOTO #31

The exterior walls are balloon framed. The wall cavities are continuous between the upper and lower levels. This photo is looking down towards the upper level floor and the view of the lower level wall cavity is unobstructed. There is no fire blocking in place.



PHOTO #32

This photo shows a 2x4 rafter that bears on a single top plate halfway between two studs.



PHOTO #33

Several of the 2x4 rafters have been notched to over half their depth.



PHOTO #34

Rafters were cut on both sides of the chimney. There is no framing around the chimney.



PHOTO #35

There are trimmers installed to the rafters above this doorway but there is no header.



PHOTO #36

This photo shows the lower plate for this upper level wall is not supported underneath. The floor joists run parallel to this wall.



PHOTO #37

This photo was taken from the main level looking upward at the lower wall plate. That is unsupported for 13' except for one block.



PHOTO #38

This photo shows the bay area windows on the left elevation. The upper level wall is supported across the bay area with no header. The lower 2x4 plate of the upper level wall spans across this 67\"/>



PHOTO #39

This photo shows the wall framing above the bay area which includes two window openings.



PHOTO #40

The west bedroom window is shown which has an egress opening of 20.5" x 25" which is only 3.56 square feet. The minimum size for egress is 5.7 square feet.



PHOTO #41

This photo shows the bay area windows on the left elevation that do not have headers.



PHOTO #42

The floor joists in the family room are notched at the end which creates a stress concentration area. The joists are bearing on a 2x member that is installed onto notched wall studs.



PHOTO #43

The stairway to the basement is very steep with low headroom. The treads are narrow.



PHOTO #44

This photo was taken from the basement looking into the east crawlspace. The floor joists appear to be less than 18" from earth in areas. The crawlspace was too low to enter and verify. There is no poly over the earth.



PHOTO #45

The original stone masonry foundation walls are supported by a 6" concrete wall due to deterioration.



PHOTO #46

The mortar has eroded from between the stones in areas.



PHOTO #47

Fiberglass insulation was packed into the rim band area.



PHOTO #48

This photo shows one area north of the stairs where the mortar has deteriorated.



PHOTO #49

The mortar crumbles easily and can easily be removed from between the stones.



PHOTO #50

With little effort, the crumbly mortar can be scraped away between the stones.



PHOTO #51

The stones are easily removed.



PHOTO #52

This photo shows similar mortar in an adjacent area which was crumbly and easily scraped away from the stones.



PHOTO #53

The top of the wall in this area at the northwest corner of the stairway is deteriorated. Stones can easily be removed.



PHOTO #54

In this area, there are gaps between the stones and the mortar.



PHOTO #55

The mortar in this area on the south wall was crumbly and was easily scraped away.



PHOTO #56

All of the mortar between the stones could easily be removed.



PHOTO #57

It is expected that the poured concrete wall was installed since the lower portion of the wall was failing due to deteriorated mortar.



PHOTO #58

A screwdriver can easily be inserted into the crumbly mortar in numerous areas.



PHOTO #59

The loose mortar is easily removed.



PHOTO #60

In some areas, the lower portion of the joists which are bearing on the foundation wall are deteriorating.



PHOTO #61

This photo shows the soffit area at the northwest corner of the home. The home owner reported that the fire department broke into the soffits in areas to vent smoke and assess for fire.



PHOTO #62

There is now a gap between the soffit panels at the ridge on the north side of the home. The owner reported that this separation at the ridge was not present prior to the fire.



PHOTO #63

There is soot from smoke at the trim band where the rake terminates against the band. The siding below this area is deteriorated.



PHOTO #64

From the exterior, a screwdriver can be inserted fully into the crumbly mortar in areas.



PHOTO #65

The previous photo was taken on the north foundation wall near the area where the fire originated.



PHOTO #66

There appears to be damage to the siding near the base of this roof/wall intersection.

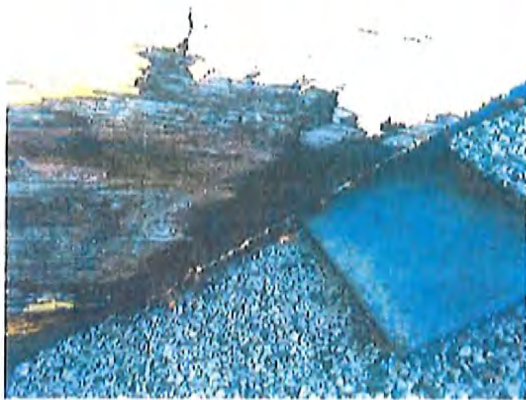


PHOTO #67

The ends of the siding panels are charred.

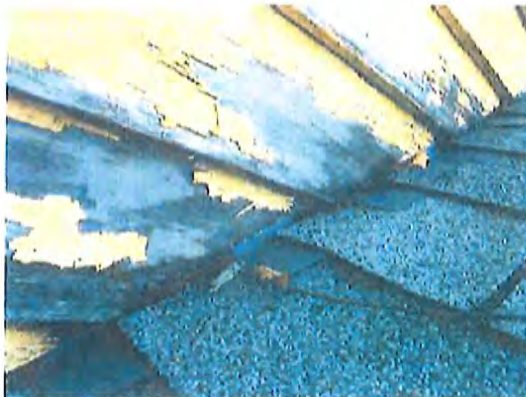


PHOTO #68

This photo shows an overview of the panels along the roof/wall intersection.



PHOTO #69

The heat caused the paint to blister and peel in areas.



PHOTO #70

This photo shows the damaged siding with soot at the front-facing wall on the north elevation.

④ Summary

The following conclusions and recommendations are based upon a reasonable degree of engineering certainty. The fire caused very little damage to load-bearing structural members. Once all of the wood lath and plaster was removed from the interior of the home, the framing was exposed. There are numerous structural deficiencies resulting from marginal original framing practices, extensive remodeling which removed beams, portions of load bearing walls, and other load bearing members, and repairs from previous fires.

Prior to the fire, the home owner was not aware of any structural distress in the home and there likely was none since the wood lath and plaster contributed to the load-bearing capacity. Replacing the lath and plaster with gypsum wallboard will result in walls with reduced load-bearing capacity. It is expected that with significant live loading such as wind and snow, the wallboard will be prone to cracking, compression, and failure.

Minnesota Rules Chapter 1311 in the 2007 Minnesota State Building Code entitled "Rehabilitation of Existing Buildings" contains Section 411 as follows:

SECTION 411 STRUCTURAL REQUIREMENTS

411.1 Structural safety. The minimum design loads for the structure shall be the loads applicable at the time the building was constructed, provided that no dangerous condition is created. The building official may require that structural members exposed during construction be evaluated by a registered design professional. Structural members that are found to be unsound or dangerous shall comply with the applicable requirements of the Minnesota State Building Code for new construction.

As shown in the previous photographs, structural members that are found to be unsound or dangerous were observed in the home. In one doorway, a temporary support structure was erected after the lath and plaster was removed. Since the lath and plaster is not replaced, these deficiencies are required to be corrected to comply with the current requirements of the Minnesota State Building Code for new construction.

411.2 A building, structure, or an individual structural member that has any of the conditions or defects described below, as determined by a registered design professional, shall be replaced or strengthened when:

1. The stress in any materials, member, or portion thereof, due to all dead and live loads, is more than one and one-half the working stress or stresses allowed in the Minnesota State Building Code for new buildings of similar structure, purpose, or location.

2. Any portion of the building, structure, or member has been damaged by fire, earthquake, wind, flood, or by any other cause, to such an extent that its structural strength or stability is materially less than it was before the catastrophe and is less than the minimum requirements of the Minnesota State Building Code for new buildings of similar structure, purpose, or location.

3. Any portion of the building, structure, or member has wracked, warped, buckled, or settled to such an extent that walls or other structural portions have materially less resistance to winds or earthquakes than is required in the case of similar new construction.

4. The building or structure, or any portion of it, is likely to partially or completely collapse because of (i) dilapidation, deterioration, or decay; (ii) faulty construction; (iii) the removal, movement, or instability of any portion of the ground necessary for the purpose of supporting such building; (iv) the deterioration, decay, or inadequacy of its foundation; or (v) any other cause.

5. The exterior walls or other vertical structural members list, lean, or buckle to such an extent that a plumb line passing through the center of gravity does not fall inside the middle one-third of the base.

6. The building or structure, exclusive of the foundation, shows 33 percent or more damage or deterioration of its supporting member or members, or 50 percent damage or deterioration of its nonsupporting members, enclosing or outside walls, or coverings.

7. Any building or structure, which, whether or not erected in accordance with all applicable laws and ordinances, has in any nonsupporting part, member, or portion less than 50 percent, or in any supporting part, member, or portion less than 66 percent of the (i) strength, (ii) fire-resisting qualities or characteristics, or (iii) weather-resisting qualities or characteristics required by law in the case of newly constructed building or like area, height, and occupancy in the same location.

Paragraph 2 of Sec. 411.2 is noted. Although the fire did not directly result in significant structural damage, the removal of the wood lath and plaster did result in the structural strength of numerous members and assemblies to be materially less than they were prior to the fire and is less than the minimum requirements of the Minnesota State Building Code for new buildings.

Paragraph 7 is also noted with regard to fire-resisting qualities or characteristics. This structure was balloon framed without any fire blocking, which is 0% of what is required in new construction.

In addition to these deficiencies, there are also life-safety issues with stairways, doorways, and egress windows that need to be corrected.

It is my opinion that application of gypsum wallboard to the existing structure without adequate structural repairs will result in an unsafe building due to the inability to withstand design loads, the lack of fire blocking, and egress violations. Extensive structural repair work will need to be performed in compliance with current codes prior to installing gypsum wallboard including:

- Installing beams, headers, and supporting framing of adequate size in doorways and openings in load-bearing walls.
- Installing headers and support framing at window openings.
- Correcting floor and wall framing deficiencies at both stairways.
- Correct roof framing deficiencies, including framing at the chimney.
- Reconstruction of the wall between the laundry room and bathroom.
- Installing fire blocking in all locations required by code.
- Replacement of members improperly notched or cut for electrical and plumbing.
- Reinforcing or replacing floor joists per Tables R502.3.1(1) and R502.3.1(2).
- Installing structural support for the central upper level wall.
- Installation of additional webs, collar ties, and/or larger rafters in the roof framing.
- Installation of a beam over the main floor bay area on the left elevation.
- All structural members are to be fastened per Table R602.3(1)

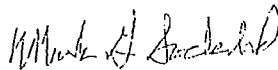
In addition to the structural work, it is expected that a large portion of the plumbing and electrical systems will need to be replaced due to heat and fire exposure. Analysis of these systems is outside the scope of this inspection. Hardwired and interconnected smoke and carbon monoxide detectors are to be installed per current code requirements. Several windows are damaged and will need to be replaced. Replacement units in sleeping rooms must meet egress requirements per current code. Damaged siding along roof/wall intersections at the northwest corner of the home needs to be replaced.

The heat also caused the exterior paint to blister and peel in areas at the northwest corner of the home. The affected areas of siding will need to be scraped prior to priming and painting. Given the age of this home, it is likely that underlying coats of paint may contain lead so the paint must be tested prior to scraping, sanding, or blasting.

The basement was accessed for inspection. Portions of the original stone foundation in the full basement were reinforced several years ago by installing poured concrete walls against the lower portion of the original stone foundation. Portions of the upper portion of the stone foundation was affected by the high temperatures during the fire. The heat vaporizes the water within the wall which builds pressure. A lack of continuous voids needed to relieve the pressure causes stresses that are only relieved by cracking and spalling. Later, the rapid drop in temperature from the water used during fire fighting will produce cracks. In several locations, the mortar was found to be crumbly and easily reduced to powder when scraped. A screwdriver could easily be inserted six inches or more into the walls from both the interior and exterior faces. Many of the stones are no longer tightly bound by the mortar in these areas and will require repair.

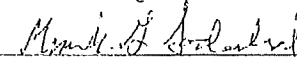
As discovery continues, additional testing and inspections may need to be performed and additional and/or supplemental information and opinions may be contained in future reports issued by Advanced Consulting & Inspection. This report is the exclusive property of the client noted previously and cannot be relied upon by a third party. Copies of this report are released to third parties only by written permission of the client.

Respectfully Submitted,



Mark G. Soderlund, P.E.
Principal Engineer
Advanced Consulting & Inspection

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota


Mark G. Soderlund

Date: 12/6/12
Reg. # 23685

TO: Joe Kohlmann, City Administrator
FROM: Barb Held, City Clerk
SUBJECT: Fee Schedule Changes – 2nd Reading
DATE: November 18 2019

OVERVIEW

The City adopts a fee schedule to identify the fees for licenses, equipment use, facility use, land use permits, building permits and another other city business items.

Since the last adopted fee schedule various items have come forward that need to be addressed. *Those include:*

- E. 13 (a) 60 days is as per our new ordinance recently adopted
- J. 1. Delete Lock outs – police no longer charge for the service
- J. 1. Add Election Filing Fee- is in Charter but wanted to also include in schedule
- K. 6. Description clarification
- K. 8. Description clarification
- K. 9. Description clarification and increase fee to bring rate more in line with other cities
- O. Division of Use Of Property
Changes reflect an increase in escrows to keep fees current with cost of consultants and time involved and create consistency.
- P. Building Permits
 - Changes reflect extensive clean-up of the state surcharge and when it is applied
 - organizing septic to one section as pumping was an item of its own.
 - Pools in building code are regulated by size and depth not placement. Clean-up item
 - Surcharge language to reflect not always a dollar, amount is based on value
 - Escrow Depots, organized into one category and updated to meet actual costs
- R. Utility Fees
State changed the fee from .51 to .81 this is a fee set by the State. The city does not dictate the fee. Will change it to read; As per MN State Statute



Based on the required schedule, the following timeline applies:

1st Reading – November 18th

2nd Reading – December 2nd

30 day comment begins December 6th

Effective – January 6, 2020

ITEMS TO BE DISCUSSED:

Staff requests Council to adopt the suggested fee and language changes for a second reading.

ATTACHMENTS:

Ordinance 256, Second Series - 2019 Fee Schedule

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

ORDINANCE 256, SECOND SERIES

AN ORDINANCE AMENDING SECTION 2-9-1 OF THE CITY CODE
REGARDING THE FEE SCHEDULE

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. Code Amended. That all previously adopted versions of the fee schedule are deleted and Section 2-9-1, Second Series shall hereby be added to read as established in Exhibit A.

Section 2. Effective Date. This Ordinance shall take effect thirty days after publication or as noted in the amendment.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS
THIS ____ OF _____, 2019.

APPROVED:

Steven D. Feldman
Mayor of St. Francis

ATTEST:

Barbara I. Held
City Clerk

(seal)

2020 Exhibit A

SECTION 9

FEE SCHEDULE

SECTION:

2-9-1: Fee Schedule

2-9-1: FEE SCHEDULE.

A. Administrative Penalties.

1. Administrative Enforcement Penalties:
 - a. 1st Offense \$100
 - b. 2nd Offense \$200
 - c. 3rd Offense \$500
 - d. 4th Offense \$1,000
 - e. 5th Offense and Beyond \$2,000
2. Administrative Hearing Fee \$750

B. Animal Impound Fees.

1. Administrative Fee \$50/day
2. Pick Up Service Fee:
 - a. 8 AM to 6 PM \$60/hour
 - b. 6 PM to 8 AM \$80/hour
3. Boarding Fee \$25/day

C. Animal License:

1. Dog License \$10/1-2 year vaccinations
\$15/3 year vaccination
2. Kennel:
 - a. First 4 Dogs \$50/year
 - b. Each Additional Dog \$20/year
3. Chickens \$120/one time

D. Amusement and Recreation.

1. Amusement Machine \$15/location + \$15/machine
2. Dance:
 - a. Annual \$100/year
 - b. Per Event \$10/event

2020 Exhibit A

E. Business and Service License.

1.	Investigation Fee	\$25
2.	Adult Entertainment Use	\$2,000/year
3.	Sauna/Massage Parlors	\$2,000/year
4.	Fireworks – Retail/Tent	\$50/occurrence
5.	Fireworks – Pyrotechnic Display	\$50/occurrence
6.	Pawnbroker	\$1,000/year + \$1.25 per transaction
7.	Refuse Hauler	\$200/year + \$50/truck
8.	Massage Therapist	\$200/year
9.	Taxicab Driver License Fee	\$150/year
10.	Taxicab Operator License Fee	\$150/year
11.	Towing/Impound	\$150/year
12.	Finger Printing	\$15 and customer provides fingerprint card
13.	Transient Merchant/Peddler:	
a.	Week	\$50
b.	Month	\$150
c.	Year- <u>60 Days</u>	\$300
d.	Food Truck	\$ 50 per Calendar year
14.	Excavations/Mining:	
a.	Active Area Fee	\$50/acre
b.	Inactive Area Fee	\$25/acre
c.	Restoration Credit	\$25/acre

F. Liquor License.

1.	3.2% Malt – Off Sale	\$50/year
2.	3.2% Malt – Off Sale – Special Event	\$25/event
3.	3.2% Malt – On Sale	\$200/year
4.	Club License	\$200/year
5.	Wine License	\$200/year
6.	Intoxicating Liquor – On Sale	\$4,000/year
7.	Intoxicating Liquor – Sunday Sales	\$200/year
8.	Investigation Fee:	
a.	Single Application	\$200
b.	Partnership	\$300
c.	Corporation	\$400

G. Tobacco License. \$150/year

H. Street Disruption.

1.	Road Right-of-Way – Registration	\$35 + \$2,000 escrow
2.	Road Right-of-Way – Permit Application	\$150 + Consultant Fees
3.	Street Opening	\$50 + Bond or Deposit and Consultant Fees

2020 Exhibit A

I. Document Services.

1.	Accident, Police and Fire Reports	\$.25/page; over 100 pages TBD
2.	Copies	\$.25/page copied
a.	CDs	\$15
b.	Colored Copies of Photos	\$3/page
c.	Certificate of Survey (non-homeowner)	\$2
d.	City Council Agenda & Minutes (mailed):	
1)	Resident	\$25/year
2)	Non-Resident	\$25/year + postage
e.	Planning/Park Commission Agenda and Minutes (mailed):	
1)	Resident	\$12/year
2)	Non-Resident	\$12/year + postage

J. General and Miscellaneous.

1.	Lockouts	\$25-
1.	<u>Election Filing Fee</u>	<u>\$5</u>
2.	Mileage Reimbursement for Personal	Current IRS Rate
3.	Notary	\$2/document
4.	Public Nuisance Violation Administration Fee (assessable)	\$75/occurrence
5.	Certify Delinquent Invoices (except utilities)	Lesser of 10% of delinquency or \$75
6.	Certify Delinquent Invoices	10% of delinquency
7.	Fire Department Charges	See Ordinance 138
8.	Returned Checks	\$30/check
9.	Snowmobile Permit	\$15
10.	Special Assessment Administrative Fee	\$100
11.	Special Assessment Search	\$20/each

K. Equipment and Staff Use.

1.	One Ton Truck with Plow	\$55/hour
2.	Belos with Attachment	\$55/hour
3.	Crane Truck	\$45/hour
4.	Electric Generator	\$60/hour
5.	Grader	\$90/hour
6.	Kubota/Attachments <u>Zero Turn</u> Mower	\$50/hour
7.	Pick Up Truck	\$40/hour
8.	Single <u>Tandem</u> Axle Truck	\$65/hour

2020 Exhibit A

- | | | |
|-----|---|-------------------------------------|
| 9. | Single <u>Tandem</u> Axle Truck with Plow | \$85/hour <u>\$95</u> |
| 10. | Tool Cat/Skid Steer w/Attachments | \$60/hour |
| 11. | Tractor with Loader or Attachments | \$60/hour |
| 12. | Pay Loader | \$90/hour |
| * | <i>Hourly equipment rates DO NOT include the cost of the operator or cost of fuel and gas</i> | |
| 13. | Staff Time | Two Times Step 8 of Their Pay Grade |

L. Council / Commission Pay.

- | | | |
|----|---|---|
| 1. | City Council Per Diems Per Day | \$35 for four hours or less;
\$70 for more than four hours |
| a. | Special Council Meetings | |
| b. | Council Retreats/Work Sessions | |
| c. | Economic Development Authority Meeting (EDA) | |
| d. | League of MN Cities Functions | Prior Approval Required |
| e. | Labor Negotiations | Prior Approval Required |
| f. | Employee Interviews | Prior Approval Required |
| g. | Mayor Only: | |
| | 1) School/County Liaison | Mayor may appoint Council members to fulfill his obligations and approve attendance |
| | 2) MN Mayors Association | |
| | 3) Speaking Engagements at Other Civic Org. | |
| | 4) Closing of Property Acquisition | |
| | 5) Fire District Study Group | |
| 2. | Planning Commission: | |
| a. | Chairman | \$25/meeting paid annually |
| b. | Member | \$20/meeting paid annually |
| 3. | Park Commission: | |
| a. | Chairman | \$25/meeting paid annually |
| b. | Member | \$20/meeting paid annually |
| 4. | Economic Development Authority | \$20/meeting paid annually |
| 5. | Upper Rum River Watershed – Resident Appointed by Council | \$20/meeting paid annually |

M. Parks and Recreation.

- | | <u>Resident</u> | <u>Non-Resident</u> |
|---|------------------------|------------------------|
| 1. Concession Stand | \$25 | \$50 |
| 2. Ball Park Use – Outside Organization | \$100/night for season | \$200/night for Season |
| 3. Clean Up Deposit | \$50 - refundable | \$75 - refundable |
| 4. Key Replacement | \$50 | \$50 |
| 5. Football Field | \$25/each | \$35/each |
| 6. Football Youth Program | \$43/week per team | |

2020 Exhibit A

7.	Gazebo Rental	\$50	\$100
8.	Rink Rental for Reserved Time	\$25/hour for after hours rental	\$50/hour for after hours rental
9.	Restroom	\$25	\$50
10.	Shelter	\$25	\$50
11.	Soccer	\$34/week per team	
12.	Soccer Field	\$25/each	\$35/each
13.	Warming House	\$50	\$100
	• <i>St. Francis City Council has the authority to charge an annual fee of \$100 for non-profits.</i> • <i>St. Francis City Council has the authority to waive any fees for non-profits.</i>		

N. Community Center.

1.	Resident	\$30/event
2.	Non-Resident	\$55/event
3.	Damage Deposit	\$150
4.	Late Key Return	\$25 if not returned within 2 business days of event
5.	City Purposes	Free
6.	City Benefit:	
	a. St. Francis Lions/Lioness	Fees will be waived for these uses unless the Council specifically determines that the fees should be imposed
	b. St. Francis Senior Citizens Group	
	c. St. Francis Area Jaycees	
	d. St. Francis Youth Association (4-H, Scouts, Hockey, etc.)	
	e. St. Francis Ambassador Program	
	f. St. Francis Area Chamber of Commerce	
	g. Other Governmental Agencies	
	h. Local Church Organizations	
	i. Local Business/Non-Profit Organizations	Donations will be accepted for use of facility unless Council specifically determines that the fees should be imposed
7.	Priority for Use in Event of Conflict:	
	a. City of St. Francis	Based on earliest request if more than one applicant of the same class seeks conflicting dates
	b. Non-Profit located within City limits	
	c. Residents (individuals or groups)	
	d. Non-Profit located outside City limits	
	e. Non-Residents (individuals or groups)	

2020 Exhibit A

O. Division and Use of Property.

	<u>Fee</u>	<u>Escrow</u>
1. Administrative Subdivision	\$350	\$4,000 <u>\$2,000</u>
2. Annexation	\$250	\$2,000
3. Appeal	\$200	\$—250 <u>\$1,000</u>
4. Comprehensive Plan Amendment	\$450	\$2,000
5. Conditional Use Permit	\$350	\$2,000
6. Environmental Review	\$350	\$ 650
7. Excavation/Fill Permit (Admin)	\$100	\$ 250
8. Excavation/Fill Permit (IUP)	\$350	\$2,000
9. Home Occupation (IUP)	\$350	\$2,000
10. Home Occupation (Permitted)	\$50	
11. Interim Use Permit	\$350	\$2,000
12. Minor Subdivision	\$350	\$2,000
13. Ordinance Amendment	\$350	\$1,000 <u>\$2,000</u>
14. Planned Unit Development	\$350	\$2,000
15. Rental Housing Licensing:		
a. Single Family or First Unit	\$50	
Each Additional Unit	\$15/each	
Late Fee Due 1/16	\$50	
Late Fee Due 5/4 <u>3/16</u>	\$150	
Conversion Fee	\$100	
Re-inspection Fee	\$25/each unit	
16. Sign Permit Zoning Review (Admin)	\$75	
17. Sign Permit Zoning Review (Full)	\$250	\$ 350
18. Sign Permit Zoning Review (Temporary)	\$25	
19. Rezoning	\$350	\$1,000 <u>\$2,000</u>
20. Site and Building Plan Review (Admin)	\$100	\$ 250
21. Site and Building Plan Review (Full)	\$350	\$ 450 <u>\$2,000</u>
22. Small Cell/Pole Attachment	\$500 per unit 1-5 \$100 per unit 6+	
23. Street/Utility Easement Vacation	\$350	\$1,000
24. Subdivision:		
a. Sketch Plan	\$300	\$ 500
b. Preliminary Plat (Rural)	\$400	\$ 400 + \$125/lot
c. Preliminary Plat (Urban)	\$400	\$ 425 + \$175/lot
d. Final Plat	\$350	\$ 650
25. Temporary Habitation Permit	\$200	\$5,000
26. Temporary Outdoor Sales Permit/License	\$50	
27. Wetland Replacement Plan Review		
With Plat	\$350	\$ 650
28. Wetland Replacement Plan and Excavation	\$350	\$ 650
29. Wetland Delineation	\$350	\$1,000

2020 Exhibit A

- | | | |
|--|--------------------|------------------------|
| 30. Vacant Building Registration Fee; | | |
| a. First Year | \$125 | |
| b. Second Year Renewal | \$175 | |
| c. Third Year Renewal | \$250 | |
| d. Fourth Year Renewal | \$350 | |
| e. Fifty Year Renewal and Beyond | \$500 | |
| 31. Vacant Building Administration Fee | \$100 | |
| 32. Variance Application | \$350 | \$1,500 <u>\$2,000</u> |
| 33. Park Dedication | \$2,500/lot | |
| 34. TIF Application/Business Subsidy | \$3,000 | \$3,000 |
| 35. Escrow Admin Fee | \$250 per property | |
- Applicants are responsible for all costs incurred by the City for consultant fees.

P. Building Permits.

Valuation Schedule for Building Permit Fees

Subdivision 1. Building permits.

(a) Fees for building permits include:

- (1) the fee as set forth in the fee schedule in paragraph; and
- (2) the surcharge required by section Minnesota Statutes Section 326B.148.

(b) The total valuation and fee schedule is:

- (1) \$1 to \$500, \$29.50;
- (2) \$501 to \$2,000, \$28 for the first \$500 plus \$3.70 for each additional \$100 or fraction thereof, to and including \$2,000;
- (3) \$2,001 to \$25,000, \$83.50 for the first \$2,000 plus \$16.55 for each additional \$1,000 or fraction thereof, to and including \$25,000;
- (4) \$25,001 to \$50,000, \$464.15 for the first \$25,000 plus \$12 for each additional \$1,000 or fraction thereof, to and including \$50,000;
- (5) \$50,001 to \$100,000, \$764.15 for the first \$50,000 plus \$8.45 for each additional \$1,000 or fraction thereof, to and including \$100,000;
- (6) \$100,001 to \$500,000, \$1,186.65 for the first \$100,000 plus \$6.75 for each additional \$1,000 or fraction thereof, to and including \$500,000;
- (7) \$500,001 to \$1,000,000, \$3,886.65 for the first \$500,000 plus \$5.50 for each additional \$1,000 or fraction thereof, to and including \$1,000,000; and
- (8) \$1,000,001 and up, \$6,636.65 for the first \$1,000,000 plus \$4.50 for each additional \$1,000 or fraction thereof.

- (c) The plan review fee of 65% of the building permit fee for valuation based building & commercial permits. (Except as per MN Rules 1300.0160, Subp. 5 for similar plans after the first submittal, a 25% plan review fee may be paid-residential valuation based building permits only)

	<u>Fee</u>	<u>Escrow/State Fee</u>
1. Accessory Structures		
Less than 200 square ft.	\$50	Need Zoning Permit
200 square ft. and greater	By Valuation	<u>**See Below</u>
2. Basement Finishes Permit	\$140	**See Below
3. Building Demolition	\$110	**See Below + \$500
4. Building Demolition – Commercial	By Valuation	\$1,000
5. Building Relocation Permit	\$110	Performance Security Required
6. Contractor Verification Fee	\$ 10	
7. Dock Permit	\$ 50	\$400 <u>\$250</u>
8. Driveway Permit – <u>New & Replacement</u>		
Under 75' – length	\$ 50	\$250
Over 75' – length	\$100	\$500
Over 600' – length	\$350	<u>\$2,000</u>
9. Fence –		
a. Residential Over Six Feet in Height	By Valuation	**See Below
b. Residential-Under Six Feet	\$50 Zoning Permit	
c. Commercial	By Valuation	<u>**See Below</u>
10. Fireplace	\$120	**See Below
11. Fuel Tank Removal	\$120	**See Below
12. Engineer's Review of Building Permit	\$154	
13. HVAC – Heating Installations	\$120	**See Below
HVAC – Air Conditioning	\$120	**See Below
14. Inspections – After Hours	\$70/hour, minimum 2 hours	
15. Investigation Fee	Not to exceed permit fee	
16. Irrigation – <u>Connected to City</u>	\$75 back flow preventer	** See Below
17. Manufactured Home Setup	\$100	<u>**See Below</u>
18. On-Site Septic		
a. Type I – IV	\$275	**See Below
b. Type V	By cost incurred	
c. Operating Permit	\$125/year	**See Below
d. Soil Verification	\$120	
e. Septic System Pumping Verification	\$20	
19. Parking Lot	\$120	\$1,000 + <u>**See Below</u>
20. Planning/ <u>Zone</u> Review of Building Permit	\$195	
21. Plumbing	\$120	

22.	Pools — Above Ground	\$75	**See Below
	Letter must be submitted annually stating that an above ground pool will be placed in the same location each year as per the initial site plan.		
22.	Pools — In Ground <u>5,000 gal and/or 24" in depth or greater</u>	By Valuation	<u>**See Below</u>
23.	Re-inspection Fee	Not to exceed \$75/trip	
24.	Retaining Wall Over Four Feet	By Valuation	<u>**See Below</u>
25.	Roofing:		
	a. Residential	\$120	<u>**See Below</u>
	b. Commercial	By Valuation	<u>**See Below</u>
26.	Siding:		
	a. Residential	\$95	<u>**See Below</u>
	b. Commercial	By Valuation	<u>**See Below</u>
27.	Signs	By Valuation	<u>**See Below</u>
28.	Solar- Residential	\$120	<u>**See Below</u>
	Commercial	\$120	<u>**See Below</u>
29.	Water Softener Permit & Water Heater		
	a. Residential	\$75	<u>**See Below</u>
	b. Commercial	By Valuation	<u>**See Below</u>
30.	Windows/Doors -	\$120	<u>**See Below</u>
31.	Commercial Buildings (Plumbing, Mechanical, Fire Alarm, etc.)	By Valuation	<u>**See Below</u>

- Anything not listed above will be based on valuation + plan review + State surcharge.
- Permits over 180 days of inactivity are null and void with no refund.
- Permit extension not to exceed ½ permit fee and Building Inspector makes determination.
- No refund on plan review fees; maximum refund is 75% of total fee for permit fees; no refund for State surcharges.

**** STATE SURCHARGE collected in accordance with MN Statutes 326B.148 which is currently \$1 per permit.**

Q. Escrow Deposits

1.	Urban:	
	a. Curb Box and Meter	\$1,500
	b. Final Grading	\$500—\$1,000
	c. Litter/Debris Cleanup	\$100—\$300
	d. 2" Caliper Tree (new)	\$300
	e. Sod	\$2,000
	f. Seeding/Sprinkler	\$2,000
	g. 3" Black Dirt	\$500
	h. Erosion Control in Place	\$300
	i. Street Cleaned	\$200
	j. Driveway Installed	\$1,500
2.	Rural:	

2020 Exhibit A

a.	Final Grading	\$500—\$1,000
b.	Litter/Debris Cleanup	\$100—\$300
c.	2" Caliper Tree (new)	\$300
d.	Sod/Seeding	\$300—\$2,000
e.	Erosion Control in Place	\$300
f.	Culvert	\$1,500
g.	Driveway Installed	\$1,500

Q. Escrow Deposits

a.	3" Black Dirt	\$1,000
b.	Culvert	\$1,500
c.	Curb Box and Meter	\$1,500
d.	Driveway	\$2,000
e.	Driveway Apron (rural)	\$ 600
f.	Erosion Control	\$ 300 - \$500
g.	Final Grading	\$ 500 - \$1,500
h.	Litter/Debris Clean-Up	\$ 300 - \$500
i.	Retaining Wall	\$ 30.00 per sq. ft.
j.	Sidewalk	\$ 4.00 per sq. ft.
k.	Sod/Seed	\$3,500
l.	Steps	\$ 4.00 per sq. ft.
m.	Swimming Pool Fence	\$1,500
n.	Street Cleaning	\$ 250
o.	Trees	\$ 750

2020 Exhibit A

R. Utility Fees.

1. Access Charge:
 - a. Sewer Equivalent Connection \$4,284
 - b. Water Equivalent Connection \$3,060
2. Trunk Line Charge:
 - a. Water Trunk Line Availability \$2,956
 - b. Sanitary Sewer Trunk Line Availability \$4,150
3. Tapping and Connection Permits:
 - a. Tapping and Water Connection \$125
 - b. Tapping and Sewer Connection \$125
 - c. Water Connection \$50
 - d. Sewer Connection \$50
4. Water Meter Deposit Equipment:
 - a. $\frac{3}{4}$ " Cost
 - b. 1" and larger Cost + 10%
5. Water Shutoff (7:00 am - 3:30 pm) \$35
6. Water Reconnect (7:00 am - 3:30 pm) \$35
 - *The disconnect and reconnect fee for water shall be waived if a resident leaves for two consecutive months during the time from October to March. This is to promote the idea of shutting off these snowbird residences to reduce the chance for freeze ups and bursting of pipes.*
7. Meter Repair (not removal or Installation) Time and materials with \$50 minimum
8. Curb Stop Locate:
 - a. Summer \$25 minimum
 - b. Winter \$50 minimum
9. Curb Stop Driveway Cover Cost
10. Curb Stop Repair Time and materials with \$50 minimum
11. Curb Stop Box Cost
12. Hydrant and Gate Valve Repair Time and materials with \$50 minimum
13. Hydrant Meter Deposit \$800
14. Non-Response to Tagging Notice \$250/month until resolved
15. Unmetered Use of City Water \$200
16. Wells and Well based irrigations \$20

2020 Exhibit A

S. Water Rates.

08-06-2018 Effective Date

- | | | |
|----|-----------------------------------|--------------------------------------|
| 1. | Monthly Base Fee | \$14.55 |
| a. | MN State Test Fee | \$.53 <u>As per MN State Statute</u> |
| | Charge per 1,000 Gallons Used per | |
| | Equivalent Connection: | |
| a. | 0 – 14,999 | \$4.50 equivalent conn |
| b. | 15,000 – 29,999 | \$4.72 equivalent conn |
| c. | 30,000 – 44,999 | \$5.45 equivalent conn |
| d. | 45,000+ | \$6.51 equivalent conn |
| 3. | Bulk Water: | |
| a. | System Access Charge | \$50 |
| b. | Charge per 1,000 Gallons Used | \$6.16 |

T. Sewer Rates.

- | | | |
|----|-------------------------------|---|
| 1. | Monthly Base Fee | \$20.82 |
| 2. | Charge per 1,000 Gallons Used | \$8.16 equivalent conn |
| 3. | Sewer Users Only | Sewer Base Rate + 6,000
Gallons @ Water Rate |
- *Winter residential sewer rates (November through April billings) are based on actual water consumption used for the month billed.*
 - *Summer residential sewer rate (May through October billings) are based on the average of water consumption used for the January, February, and March billings. If the winter water usage average is 3,000 gallons or less, the consumption billed will be the actual usage up to a maximum of 3,000 gallons. Any average usage greater than the 3,000 gallons will be billed actual usage up to the minimum average calculated.*
 - *Note: Consumption amounts are not billed greater than actual usage.*

STARTING IN 01/01/2016

Storm Water Rates \$5.00/month/parcel (\$60 annual)

Public Works
4058 St. Francis Blvd. NW
St. Francis, MN 55070

TO Mayor & Council

JOB Streets and Parks Monthly Report

STREETS AND PARKS	TASK	DESCRIPTION	QUANTITY	
All Dept.	Building Maintenance	Light bulbs, toilets, sinks, etc.	22	Hours
Streets	Snowplowing	Plowing City Streets	0	Miles
Streets	Snowplowing	Plowing Cul-Da-Sacs	0	Cul-Da-Sacs
Streets	Snowplowing	Amount of Salt Applied to Roads	0	Tons
Streets/Parks	Snowplowing	Plowing Parking Lots	0	Number of Lots
Parks	Snowplowing	Trails/Sidewalks	0	Miles
Streets	Snowplowing	Amount of Granite Chips Applied to Roads	0	Tons
Streets	Grading	Grading City Roads	42.6	Miles
Parks	Park Inspections	Inspect equipment, buildings, and trees.	52	Inspections
Parks	Events	Preparation and Inspection	1	1 Warming House
Parks	Fertilizing		0	Acres
Parks	Mowing	City Parks and Property	190	Acres
Streets	Signs	Signs Installed or Repaired	3	Number of Signs
Streets/Parks	Callouts	Response for service requests outside normal working hours.	5	2 Streets 1 Park 1 Recycle 1 Sewer
Streets/Parks Sewer/Water	Equipment Repair	Anything Beyond Normal Maintenance, Fabrication, etc.	3	Hours
Streets/Parks Sewer/Water	Equipment Maintenance	Greasing, Washing, etc.	38	Hours
Storm Water	Cleaning Catch Basins	Remove debris and ice from catch basins.	42	Number of Catch Basins
Storm Water	Street Sweeping	Sweeping of city streets and parking lots.	185	Yards
Streets/Storm Water	Shoulder Disking	Shoulder disking gravel roads, pulling gravel back on road.	0	Tons
Parks	Ball Fields	Dragging Ball Fields	0	Times
Parks	Trail Mowing	Mowing Along Walking Trails	24.3	Miles
Parks	Fountain	Clean Fountain at Woodbury Park	1	Time
Streets	Ditch Mowing	Mowing Along Roadway	0	Miles

Parks	Ice Rinks	Applying Water On Rinks	0	Gallons
Parks	Vandalism	Damage to City Property	2	Hours
Parks	Playground	Install Woodchips	0	Yards
Parks	Leaf Pick-up	Picking Up Leaves in Parks	60	Yards
Recycling	Meeting	With Anoka County	1	Meeting
Recycling	Event	LePage Recycling Event & Free Shred Event/Leaf Event	1	Events
Recycling	Mailing	Apartment Tote Post Card	153	Mailed



**Water and Sewer Monthly
Report – October 2019**

Public Works
4058 St. Francis Blvd. NW
St. Francis, MN 55070

TO Mayor & Council

JOB Water and Sewer Monthly Report

WATER AND SEWER	TASK	DESCRIPTION	QUANTITY	UNITS
Water	Water Treatment Report			
Water	Inspect Facility Daily	Facility Inspection	22	Inspections
Water	Operational Hours	Hours spent at facility	44	Hours
Water	Calculate Influent and Effluent	Calculate gallons pumped for both influent and effluent.	Daily	Calculation
Water	Calculate Chemicals	Calculate treatment chemicals used daily.	Daily	Calculations
Water	Chemical Adjustment	Adjust chemicals based on lab testing results.	As Needed	Chemical Adjustments
Water	Daily Labs	Perform lab on chlorine, fluoride, orthophosphate, iron and manganese.	22	Labs
Water	Well House	Inspect daily, take readings, drawdowns, and pump runtimes.	Daily	Inspections
Water	Bacteria Samples	Take set of monthly bacteria samples.	5	Samples Per Set
Water	Water Flows/Results			
		Total Raw water	12.2	Million Gallons
		Total Finished water	11.7	Million Gallons
		Finished water sold	10.43	Million Gallons
		Accounted water %	101	%
		Oak Grove water use	.967	Million Gallons
		Average Daily Flow	.383	Million Gallons
		Average Chlorine	.73	Mg/l
		Average Raw Iron	1.10	Mg/l
		Average Raw Manganese	.093	Mg/l
		Average Fluoride	.86	Mg/l
		Iron Removal	99	%
		Manganese Removal	75	%

Wastewater	Wastewater Treatment Report			
Wastewater	Monthly Sampling	Perform required monthly sampling: 8 Influent 30 Constituents; 8 Effluent (40 Constituents; 4 monitoring wells: 25 constitutes.	70	Constituents
Wastewater	Operational Hours	Hours spent at facility.	176	Hours
Wastewater	Inspect Operations Building	Daily inspection of building.	22	Inspections
Wastewater	Inspect Pre-treatment Building	Daily inspection of building.	22	Inspections
Wastewater	Inspect Tertiary Building	Daily inspection of building.	22	Inspections
Wastewater	D.O Readings	Take Required D.O Readings.	31	D.O Readings
Wastewater	pH Readings	Take Required pH Readings.	31	pH Readings
Wastewater	Inspections	Inspect 8 lift stations daily and calculate pump runtimes.	22	Lift Station Inspections
Wastewater	Daily Lab	Process Control Test	80	Tests
	Wastewater Flows/Results			
		Discharge Point	Seelye Brook	
		Total Influent	9.92	Million Gallons
		Total Effluent	9.92	Million Gallons
		Reuse effluent	.592	Million Gallons
		Influent TSS	429	Mg/l
	<i>Limit: (15mg/l)</i>	Effluent TSS	0	Mg/l
	<i>Limit: (85 %)</i>	TSS % Removal	100	% Removal
		Influent CBOD	201	Mg/l
	<i>Limit: (15 mg/l)</i>	Effluent CBOD	0	Mg/l
	<i>Limit: (85 %)</i>	CBOD % Removal	100	% Removal
		Influent Phosphorus	4.1	Mg/l
	<i>Limit: (1 mg/l)</i>	Effluent Phosphorus	0	Mg/l
		Phosphorus % Removal	100	% Removal
		Influent Ammonia Nitrogen	19.6	Mg/l
	<i>Limit: (Seasonal) 1.4 mg/l</i>	Effluent Ammonia Nitrogen	.05	Mg/l
		Ammonia Nitrogen % Removal	99	% Removal
Water/ Sewer	Monthly Tasks			
Water/Sewer	Locates	Process Locate Requests	102	Utility Locate Requests

Water/Sewer	Meter Readings	Monthly Meter Readings for City Owned and Large Users	52	Monthly Readings
Water/Sewer	Water/Sewer Connections	Inspect Water and Sewer	1	Inspections
Water/Sewer	Water Miscellaneous	Work orders: re-reads, high	29	Work Orders
Re-reads	Re-read Meters	Re-read Meters	22	Meters
Water/Sewer	Monthly Projects			
Water Meters	Start Water Meter Replacement	Work continues on Changing all water meters to the radio read system.	800	Meters changed out as of end of October.
Water Meters	School Water Meters	City staff Completed the change out of old school meters ranging in size from 1.5"- 4"	5	Meters
District Four Asset Inspection	Complete inspection process of all manholes and gate valves.	Inspect manholes for I&I. Inspect gate valves for working order.	469	Utility Assets
District Three Asset Work	Replace Bolts on Gate Valves	Eight gate valves had bolts replaced with the mill and overlay project due to corrosion.	8	Gate Valves
Wellhead Protection	Attend Meeting	Educational Meeting on Wellhead Protection Topics	2	Hours
HVAC Equipment	Fall Preventative Service of HVAC Equipment	Inspect all City HVAC equipment. Includes filter changes and diagnostics.	38	Units
Middle School	Fire Service Line	Assist Middle school contractors with wet tap for fire service line.	1	Fire Service Line
Lift Stations	No plugging issues to report ☺			

*Each time a lift station pump is pulled due to plugging, it is equal to two-man hours.