CITY OF ST. FRANCIS
ST. FRANCIS MN
ANOKA COUNTY

CITY COUNCIL MINUTES
JUNE 17, 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, Robert Bauer and Sarah Udvig.

Also present; Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), City Engineer Craig Jochum (Hakanson Associates, Inc.), Planner Beth Richmond (HKgi), City Administrator Joe Kohlmann, Community Development Director Kate Thunstrom, Police Chief Todd Schwieger, Fire Chief Dave Schmidt, Public Works, Director Paul Teicher, Finance Director Darcy Mulvihill and City Clerk Barb Held.

3. **APPROVAL OF AGENDA**
MOTION BY ROBINSON SECOND BAUER APPROVING THE REGULAR CITY COUNCIL AGENDA. Motion carried 5-0.

4. **CONSENT AGENDA**
MOTION BY MUEHLBAUER SECOND UDVIG APPROVE THE CONSENT AGENDA ITEMS A-J AS FOLLOWS:
   A. City Council Minutes – June 3, 2019
   B. Fire Department - Radio Replacement
   C. Fire Department - Surplus Property – Resolution 2019-21
   D. TNT Retail Sale of Fireworks in County Market Parking Lot
   E. Kwik Trip–Tobacco Sales and 3.2 Malt Liquor Licenses @ 4020 233rd Ave NW
   F. Public Works – Approval of DNR Water Supply Plan
   G. Public Works – Surplus Equipment – Resolution 2019-22
   H. Payment of Claims $603,471.33 (ACH 260E-261E $227,694.09 and Checks 75997-76065 $375,777.24)
   I. Rivers Edge Letter of Credit Reduction
   J. City Council Work Session Notes- June 12, 2019

5. **MEETING OPEN TO THE PUBLIC**
None

6. **SPECIAL BUSINESS**
   A. Water Meter Replacement

Public Works Director Paul Teicher stated after the Work Session last week staff asked the city attorney what our next step was and how to proceed with a larger purchase regarding bidding out the project. As per our attorney, because of the cost being over $175,000 we need to go out for formal bids. I did contact our engineer to help prepare a Request for Proposal (RFP) for this purchase. City Administrator Joe Kohlmann gave a power point presentation on water meter replacements. Recently the City has contracted out the water meter reading service with RMR. That contracted service ended April 1st of this year. The City did find a short-term solution through the end of July. The cost of reading the meters is approximately $36,000 annually. Technology for meter reading has advanced to radio read, eliminating reading the meters manually. Radio read technology allows for better monitoring for potential leaks and up to the minute usage. The estimated cost is approximately $500,000 - $650,000 and would likely be financed over 10 years. It is anticipated the $36,000 annual meter-reading contract would be eliminated. The cost would be split between the water and sewer funds. With going out for bids, it is anticipated this could be considered at the July 15th meeting. The City expects full replacement of the water meters in about 20 weeks.

Feldman asked Teicher if he reached out to the City of Ramsey because they just went through a change out. Teicher said no I have not. Feldman asked Teicher to explain the benefits for the meter replacement. Teicher explained some of the benefits; daily review of the usage if there is a high usage we don't have to wait for a month and then go out to do re-reads, more control on our end. Feldman said it only effects people on water/sewer. I have looked at some of the high miss reads. Udvig thinks it is going to help a lot of people that might have a problem with a leak, you would have to wait a whole month before you realize it. Bauer said we have to come into the 2000's with our technology. We have old meters out there. Better understanding of our usage. Muehlbauer asked about the software; does that comes with the meters. Teicher said yes, there is software and annual maintenance agreements. About a twenty year life with the batteries on the meters. Robinson stated technology is here might as well use it. Not adding employees and real time with usage and can be check daily. I am all for it. Feldman likes to have control of it and not a third party company. The water treatment plant came on line in December 2008 and will utilize the new meters that have been installed since then hopefully only the head needs to be changed. Feldman said where we can't only change the heads the whole meters will need to be replaced. Kohlmann said we will come back for formal action at the July 15, 2019 City Council meeting.

7. **PUBLIC HEARING**
None

8. **OLD BUSINESS**
None

9. **NEW BUSINESS**

A. River's Edge

Planner Beth Richmond gave a power point presentation on the 2nd Addition of the Rivers Edge Development. This does conform to the original approved PUD Development Plan. The applicant is requesting final approval for six lots total. Five the lots will be villa homes located on the eastern portion of the site and the 6th lost will be located to the west of Quay Street. Engineer's comments were included in the packet. Richmond stated the council could approve, deny or table the application to request additional information. The developer's agreement is before you this evening for the 2nd Addition subject to City Attorney's approval as to form.
Robinson questioned the park dedication fee. Bauer asked what is the attorney information that needs to be tweaked. Richmond stated we just need to add the park dedication amount in the agreement.

1) 2nd Addition Final Plat – Resolution 2019-23

MOTION BY UDVIG SECOND MUEHLBAUER TO ADOPT RESOLUTION 2019-23 A RESOLUTION APPROVING THE FINAL PLAT AND FINAL PLANS FOR THE 2ND ADDITION OF THE RIVERS EDGE PLANNED UNIT DEVELOPMENT. Motion carried 5-0.

2) Development Agreement (to be provided)

MOTION BY MUEHLBAUER SECOND BAUER.TO APPROVE THE DEVELOPER'S AGREEMENT FOR THE 2ND ADDITION, SUBJECT TO APPROVAL AS TO FORM. Motion carried 5-0.

B. 2019 Street Rehabilitation Project – Accepting Bid and Awarding Project/Resolution 2019-24

City Engineer Craig Jochum reported the city received bids for the rehabilitation (mill and overlay) of Woodbine Street, 233rd Lane, 227th Avenue, Stark Drive, Yucca Street and Vintage Street. This project will be financed with Municipal State Aid Funds and local funds. Four bids were received:

ASTECH Corporation $315,049.15
OMG Midwest Inc. dba Minnesota Paving and Materials $363,781.94
Rum River Contracting $385,132.39
Knife River $432,827.04.

The engineers estimate was $363,639.00. ASTECH Corporation reference checks came back good where they had completed similar work. .

Robinson almost a $50,000 difference to the highest, any surprises. Jochum their price might have been similar to what you would of received last year. Not saying there might not be a change order but their references came back good plus a change order needs to be justifiable.
MOTION BY BAUER SECOND ROBINSON TO ADOPT RESOLUTION 2019-24 ACCEPTING BIDS AND AWARDING CONTRACT FOR THE 2019 STREET REHABILITATION PROJECT. Motion carried 5-0.

10. **MEETING OPEN TO THE PUBLIC**
None

11. **REPORTS**

A. Department Reports – Public Works

Teicher reported the hydrant flushing was completed in three days. Before the water treatment plant we would flush hydrants two times a year and it took about 2-3 weeks to complete. 137 locates this month. Streets/Parks have been doing lots of mowing, with all the activities in parks.

Feldman asked about the lift station inspections and the meter re-reads. OPUS will still be doing our utility billing.
Bauer asked if the large users will use the new meters? That will have to be discussed further. Do not flush down anything that does not come out of you. Teicher said last week we had a hockey puck in one of the lift stations.
Robinson asked about the road grading, more this year. Teicher said staff is trying to stay on top of grading. Potholes will be taken care of with cold patch that has not been completed already.
Muehlbauer said keep up the good work. Council liked the report

B. Councilmember Reports-

Udvig - attended Pioneer Days, parade and coronation in the park. Next Monday School Board meeting is Troy Ferguson last school board meeting.
Bauer - enjoyed Pioneer Days events. Thank you to all the police/fire departments' tough couple of days with the accidents.
Muehlbauer - thanked the police/fire departments too. Enjoyed fireworks.
Robinson - also wanted to thank the police/fire departments. Enjoy the off week memo's that we receive. Concerned about the amount and levels of the DWI's. Understand they are from people outside of our community too. Attended the work session last week meeting.
Feldman - thanked the reserve officers too. Commend the police/fire too with the recent accidents. The coronation was shorter this year because of it being in the park and the time limit they were given. They: Jacquie, Malcolm Beck, Steve Kane, Jerry Tveit do an awesome job putting on the pageant and thanked all the girls. July they will be starting Riverbank Lane street improvement. With the new meters, we are looking out 20-25 years. When you have a problem come forward, bring your question forward. Like Council member, Robinson said before if you can put 30 minutes on the keyboard (social media) you can spend 15 minutes and come and talk to us. MnDOT information can be found on our website. Your input is important. If you want to know what is going on come to the MnDOT meetings. We want your input. We will never be 100% accident free. Changes that are done now will be here for 50 years. Safety is our first goal. Reach out to help us to serve you better. Single your turns leaving the roundabouts. Kwik Trip is coming along and should be opening August 15th. Enjoy the July 4 holiday. Be careful with the fireworks and be courteous to your neighbors.

C. Upcoming Events -

July 1 City Council Meeting @ St. Francis Area Schools District Office 6:00 pm
July 4 City Offices Closed – Holiday
July 15 City Council Meeting @ St. Francis Area Schools District Office 6:00 pm

12. **ADJOURNMENT**

There being no further business, Mayor Feldman adjourned the regular city council at 6:47pm.

Barbara I. Held, City Clerk