

CITY OF ST. FRANCIS
ST. FRANCIS MN
ANOKA COUNTY

CITY COUNCIL MINUTES
AUGUST 6, 2018

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

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

2. **ROLL CALL**

Members present: Mayor Steve Feldman, Councilmembers Jerry Tveit, Joe Muehlbauer, and Rich Skordahl. Robert Bauer excused.

Also present; Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), City Engineer Craig Jochum (Hakanson Anderson), 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, Finance Director Darcy Mulvihill, and City Clerk Barb Held.

3. **APPROVAL OF AGENDA**

MOTION BY MUEHLBAUER TO APPROVE THE REGULAR CITY COUNCIL AGENDA SECONDED BY SKORDAHL. MOTION CARRIED 5-0.

4. **CONSENT AGENDA**

- A. City Council Minutes – July 16, 2018
- B. City Council Work Session Notes- July 23, 2018
- C. Fast Break Saints - Gambling Permit/Bingo @ SF American Legion 12/01/2018
- D. SF Lions Club – Gambling Permit/Bingo @ SF American Legion 10/6 & 11/17/2018
- E. Contract for School Resource Officer with ISD #15 for 2018-2019
- F. Declaring 2014 Dodge Charger as Surplus Property – Resolution 2018-26
- G. Authorization Not to Waive the Statutory Tort Liability Limits to the extent of the coverage purchased with LMCIT
- H. Release of Development Agreement Turtle Ridge Townhomes
- I. Payment of Claims \$ 495,239.91 (ACH 232E – 234E \$315,074.50 and Check #74447-74510 \$180,165.41)
- J. Routine Sewer Cleaning (Jetting)
- K. Routine Bobcat Buyback –Bobcat S570 Skid Loader

Feldman asked to remove item F from the consent agenda to discuss it further for a clarification.

MOTION BY MUEHLBAUER TO APPROVE THE CONSENT AGENDA ITEMS A – E and G-K SECONDED BY TVEIT. MOTION CARRIED 5-0

- F. Declaring 2014 Dodge Charger as Surplus Property – Resolution 2018-26

Feldman asked for a clarification on the trade in of the 2014 Dodge Charger. After having the vehicle looked at, the repair cost was higher than the trade in value. Estimate was \$6,200 to repair the engine and the city receives \$4,000 to \$5,000 for trade in. Feldman felt it was worth looking into.
MOTION BY TVEIT SECOND SKORDAHL APPROVE RESOLUTION 2018-26 A RESOLUTION DECLARING SURPLUS PROPERTY (2014 DODGE CHARGER) AND AUTHORIZING THE DISPOSAL OF SAID PROPERTY.
Motion carried 5-0.

5. **MEETING OPEN TO THE PUBLIC**

- A. Mike Rodger, 2770 232nd Lane NW, past months we have talked about how we can reach out to our residents. Last meeting we had someone text in and say maybe you should move your mics because of the sound quality. How about have a live section of the meeting where they can text into the meeting. As I am walking the neighborhoods, they do not know about the water/sewer reduction. Can't believe how disconnected our residents are.

Feldman said he has been hearing that they do know of the reduction.

Rodger something we should look into, that type of communication.

Feldman stated the text you are referring to was from a year ago under a different administration. Not sure if we want to mess with text while we dealing with the business at hand. Feldman said communication or the lack there of, will always be an ongoing issue. But between website, Facebook and Nixle it is up to the public to reach out.

Rodger said I am interested into Nixle and how it works. I think you should bring it out at Night to Unite.

Feldman said the chief and the police will be promoting Nixle tomorrow.

Rodger said I think it is a tool we should look into.

- B. Tracy Hoffman 22520 Poppy Street, wants to proposed to the City in looking at bringing flowers along Bridge Street. Braham has done a great job with their flowers. She contacted the City of Braham. The cost about \$1,100 and was more the second year. Plus the time at the end of the year taking the baskets down. They would need to be watered every day. Braham has a fertilizer/water combination on a side by side. In order to do this next year there is a contract. To me it shows that Braham cares about their city. Lindstrom also does a nice job and it shows the city cares about what the city look like.

Feldman said all the poles are owned by Connexus Energy. Feldman said we are working on redeveloping Bridge Street. We are in a long-term plan, not sure if this is something we should do now or wait. If flowers bring in a Walgreens I would do it right now. But not sure if we should be doing this right

now. A lot of things along Bridge Street are in the works. I would like to make it attractive too.

Hoffman said I don't think it will be a hindrance for a small investment.

Feldman opened it up for council discussion.

Tveit stated I always thought flowers from poles was a nice touch. The cities of Anoka and Elk River have them, really nice touch. I wouldn't mind having something like that in St. Francis. Flowers themselves are not that expensive. Where the expense comes from is to maintain them. Employees are expensive and if public works is already having problems getting the current things done with the employees he has this is one more thing we are adding. In the past, we have investigated volunteers to help with the flowers. Maybe that is something we could look into in dressing up the roundabouts. Problem with that is if no one owns it and loose volunteers then we would have to take it over as well. I think it would be nice. If I am a business and if the city isn't willing to invest in the city why would they. Hoffmann agreed, look at the small town of Braham. I would like to have the manpower and a budgeted item. I don't want to hire someone to do this. Employees are expensive, that's are number one expense at the city.

Feldman said the worse thing is to have it go well with volunteers at the beginning and then the volunteers quit and the flowers die off. People will say, look it they can't even take care of their flowers.

Muehlbauer said I agree with both of you. I think it is a beautiful idea, looks great. Having the attraction is a good idea but think we need to have more talks with staff. Appreciate your time and effort.

Skordahl said this is pretty timely, you're kind of stealing my thunder. I just came home from Oregon they also had a pennant of veterans along with plants. Bridge Street is not attractive there is no doubt about it. I am all for this and think we should talk about this more with staff because I like this idea. There are people talking about paths, crosswalks and talking to Commissioner Look. We are going to be doing things along Bridge Street. There is a bigger picture in play along Bridge Street. Might be putting lipstick on a pig right now. Maybe it makes the pig look a little nicer for now. Would be for this if it is not a burden for public works. If not this fall maybe next summer.

Hoffman said the flowers would be at cost same as they give Cambridge and Braham.

Feldman said I like the idea too; I would like to stay in touch with you (Hoffman). Thank you for your time and bringing it to our attention. The cities you have talked about have established downtowns. We will have to keep in

touch with Connexus Energy. Again, thank you for bringing this to us and appreciate your time.

Like to bring this up now, roundabouts that are in Princeton have flowers. Theirs is along a State Hwy. Princeton now has a third party taking care of theirs. Some cities have put pavers with the city logo in there. Could also put a Welcome to St. Francis too. We are looking into possibilities to dress up the roundabouts but will take longer dealing with the county.

6. **SPECIAL BUSINESS**

A. **Minnesota GreenStep City Program Participation Presentation**

Diana McKeown of Great Plains Institute presented an award to St. Francis for being a Green Step Program Step 1 City. This was awarded at the annual conference of League of MN Cities. Being no one was there, I thought I would bring it out to you. I just want to say welcome. GreenStep Cities was created as a statewide effort to provide a pathway to achieve sustainability goals through implementation of best practices focused on cost savings, energy use reduction and innovation. This is a free and voluntary program, which now has 123 cities throughout Minnesota have joined so far.

Feldman said I am very proud of this one. Thanked Kate (Thunstrom) for all her hard work on this program. Thank Diana for coming to the meeting to present the award and Kate again for all her hard work on this program. We'll be bring more notice to the public in working with more renewables, wave of the future. Things are changing. We'll be doing more and letting the public know. Congratulations to St. Francis on Step 1, there are 5 steps.

7. **PUBLIC HEARING**

A. **Capital Improvement Plan 2019-2023**

As per City Charter, the City must approved the Capital Improvement Plan (CIP) for the next 5 years by August 15 of each year. Feldman stated the CIP is a road map for the future to see what expenses we may have in 2025, 2031. We also have Plan It software that helps us plan into the future. Spend the money wiser for a long term gain. That's the real key here.

Mayor Feldman opened the public hearing at 6:28 pm.

Feldman gave an example on an inspection vehicle that is slotted to be here in 2023 for \$30,000. Not sure the exact price when we get there but gives us a baseline and know it is coming. There are areas to move items around. So if we need another emergency vehicle we can bump that vehicle and move things around and a do it without raising taxes. Do I think it is prudent, yes, do I think it is fiscally sound, yes that is our responsibility to do with your money is to be fiscally responsible.

LeRoy Schaffer, Woodhaven has there been any talk about the YMCA? Good for the families and the business area. Not sure if there is any talk about it. Feldman said as I am walking the neighborhoods I am telling people I am not against a community center but not until we can afford it we shouldn't be doing one. That is the feedback I am getting from the residents too. As we grow, is there a need for it, yes I think so. Timing is everything. We are trying to get our debt down. Rate reduction that took us eighteen months. Long term I think it might happen but not now.

Muehlbauer said I think in 2015 they talked about a feasibility study but didn't happen. Came down to affordability.

Feldman said the CIP is more for equipment and buildings.

Mayor Feldman closed the public hearing at 6:33 pm

Skordahl like to see maybe add sirens and maybe budget for them. Like to add them in the future. CIP clearly laid out and I like it.

Tveit said I like it too. Just because it is in the CIP doesn't mean we are obligated to purchase it. Items still needs to come before the council. We could pull items up in the plan too. Plans is fairly fluid but it is a great budgeting and planning tool for us.

Muehlbauer likes the plan and like to include the sirens too. Nothing that is set in stone. Plan It software give us great explanation and allows us to ask better questions.

Feldman said Plan It software gives us justification of why we should purchase items. Good expenditure on the software

MOTION BY TVEIT SEOCND SKORDAHL TO APPROVE THE CAPITAL IMPROVEMENT PLAN 2019-2023. Motion carried 5-0.

8. **OLD BUSINESS**

- A. Sirens – Feldman said Skordahl reminded him of it. Feldman asked Chief Schwieger if he found any grants available for the third siren. Chief Schwieger reached with FEMA, Homeland Security and Anoka County no moneys available. Our median household income was too high for some of the grants. I would like to see the extra money we received from the antenna lease put in the CIP and maybe get the third siren. I truly believe there is a dead zone and the chief agrees.

Skordahl said so tonight it is just a feedback time being it is not on the agenda. The map is pretty telling that the east side does not really have any coverage. The east side really does not have coverage. Like to bring it back.

Muehlbauer agrees.

Tviet would like to see it move forward too. Use the extra funds from the antenna lease to put towards the siren. Like to see this go forward as soon as possible.

Feldman explained how the city came into the extra money for the antenna lease. Truly believe is a responsible action for the council. Let's put this on the agenda for next meeting.

Feldman another thing that we are putting into the plan for the future is new water meters. If you see, a spike in your usage that is unusual call Darcy Mulvihill our Finance Director or Jen in public works. If you have questions you need to call.

9. **NEW BUSINESS**

A. Kings Hwy/Riverbank Lane – Res. 2018-27 Receiving Report and Calling for a Hearing on Street Improvement

Jochum said as discussed at the last work session for this topic. The City Council approved Resolution 2017-17 authorizing Hakanson Anderson Associates, Inc. to prepare a feasibility report for the improvement of Kings Highway and Riverbank Lane. The feasibility report was included in the council packet.

Projects costs would be assessed on a per unit basis with one-unit assessment for each lot. The two landowners that owned two lots they combined them. Therefore, that leave us with 29 lots within St. Francis that abut Kings Highway and Riverbank Lane. Based on a total assessment amount of \$241,300 the per unit assessment would be \$8,320. Per Minnesota Statutes 429 the council must conduct two public hearings. The hearing is typically known as the Improvement Hearing. The Improvement Hearing is to discuss the project improvements with comments and concerns regarding the improvements or proposed assessments. This Improvement Hearing is proposed to be September 4, 2018 at 6:00 pm.

Feldman said these numbers as of June workshop it still always hinges on the dollars. Jochum said we are assuming we are making educated assumptions. We don't think the cost are going to change that much. Once we bid it out, we'll know better. Feldman said we have worked with these resident sfor sixteen months. Even though this is feasible it will come down to price. Jochum after we have our bids then we will have our assessment hearing.

Tviet said I would like to see more of the residents attend our work session. Maybe half of the residents there. Difficult to get the public engaged. Just like Mike Rodger was stating. Difficult to get residnets engaged, Letters sent

out and talked to some directly

Muehlbauer agrees with Tviet. If just 50% that is what we work with.

Skordahl only think I would add that don't live in this neighborhood, but we are going to pave and stay within our policy. We are going to utilized some stormwater funds to help with this area. This project needs to be done and they will be paying the assessment for the paving and 26% of the stormwater issues. Following our assessment policy. For the residents that showed up we had good dialogue.

Feldman said he wants to add that this problem has been going on since 1992. We are the council that actually engaged this. We took it and we didn't ignore we engaged it and discussed this for 16 months. With the help of staff, Hakanson Anderson and everyone else involved. This is one of my biggest pet peeves is that when there is a problem if you ignore it, it doesn't go away. That is what this council doesn't do any more we address it and we deal with it and that's a good thing. The notice will go out to the Riverbank residents but it is up to you to get to the meetings. As Jerry (Tveit) said all the work sessions we have had, not sure if there have been half the residents, maybe once. Thank you Craig for your work on this project.

MOTION BY MUEHLBAUER SECONDED BY TVIET TO ADOPT
RESOLUTION 2018-27 A RESOLUTION RECEIVING REPORT AND CALLING
HEARING ON IMPROVEMENT. Motion carried 5-0.

10. **MEETING OPEN TO THE PUBLIC**

- to A. Sarah Udvig 3709-229th NW when we are having technical difficulties, we need put it out on Facebook, so people know.

Some complaints from the school district that we are not using St. Francis Area Schools in city council language. Concern that we are still referring them as ISD #15. Part of their rebranding. Legally they are still ISD #15. Sound is still not good. Maybe we should get out own equipment and not rely on their (school district) equipment. Muehlbauer said I talked to them some time ago but will talk to them.

11. **REPORTS**

A. **Councilmember Reports-**

Skordahl Planning Commission meeting is cancelled for August. Hope to see everyone tomorrow night at Night to Unite.

Muehlbauer work is just starting to slow down. Sat down with Kate (Thunstrom) about development. Reached out to Joe (Kohlmann) about the roundabouts. Looking forward to seeing everyone tomorrow night at Night to Unite.

Tviet stated Night to Unite 5 to 8 pm in Community Park. St. Francis Ambassadors Program will be having a bake sale tomorrow. The Ambassador

Program is a great program for young ladies. Help support them to offset some of their expenses. Anytime you can support the Ambassador Program do it, great program. Council I would be in favor of by passing the St. Francis Area Schools sound system and get our own, let's get it fixed. Just get it done; I would be in favor of that. I will be missing the next council meeting, on vacation.

Feldman said I agree with changing the sound system. I would like to have Joe (Kohlmann) talk to the St. Francis Area Schools again. If we can't solve it with the school district then I agree with Jerry (Tveit) that we have our own system. We have to correct this problem. We didn't know about the online video issue until we were here tonight. Didn't have time to put it on our website.

One of our long-term and I am going to repeat long-term goals is to have a new city hall with our own chambers. That will not happen overnight but I can tell you it will happen. As long as we are going in a forward progress motion that this city is with our long thinking in place this will happen. I can't give you a timeframe but I can tell you it is on our plate. It is something we are thinking about and it is something that we can have happen to us. We will act like a city, be a city and it will be our chambers and be in control of. This is something we are not in control of and it kind of frustrates me as well as council.

Feldman, clarification on one of our pages in CIP on the street fund. Feldman read from the Street Fund narrative.(Page 5 of the CIP).

With the different transfers and projects being closed out and an annual amount of \$60,000 be added to this street fund, staff determined this would be suffice in dedicating enough money to pay cash for road improvement projects in the future. So in the future, we will not be assessing for road improvements. When I see the word negative of about \$32,000 I don't like that. I called Darcy on the Pederson Drive Improvement. In 2015 when this project was being done, Municipal State Aid (MSA) funding was to take care of a percentage of engineering fees. Feldman stated you can correct me if I am wrong.

Mulvihill stated it is a percentage of the construction cost and Jochum said only on state aid streets. Our former engineering firm Bolton and Menk told the prior council the cost would be paid in full with MSA funds. Feldman stated, I would say to you it makes me feel better about getting rid of them as our engineering company. I don't like surprises, this council doesn't like surprises and \$32,000 is not chump change. The only thing I would fault the other council for is not asking questions or should have held back some payment from them or ask for an explanation before they paid it. But this council doesn't do things like this anymore. How we got to where we are right now after 18 months of hard work and I have stated this before on the campaign trail and said it before at council meetings: is multiple meetings and discussions, doing our due diligence on research, and asking questions when we don't have the answers, and also being flexible where we can be without changing policies, ordinances or laws. This is something I truly believe is a good thing, it is responsible governing and being fiscal responsible and think this is something that should

have been done before. Again, that firm said all of the cost would be paid by MSA and it wasn't so we got stuck with this bill and that's why there was a negative balance. I can tell you this won't happen again. With this engineering company we have in place now who was with the city many years ago I don't foresee it happening again. I just want to bring this to the public. We are on a different course and different way of thinking.

Feldman gave the explanation of why the City is using Replay and think it will save cost in the long run. Trying to show you we don't leave any stone unturned. We are looking at all things to save you money but still give you the quality of service you desire.

August 8th at 1:00 pm the Police Chief, Jerry Tviet and myself will have our second animal control meeting. Interview and field inspection with Tammy of Gratitude Farms. Also interviewing with Quite Oaks Kennels which is an also another alternative. Online Retrievers is not in the picture anymore, there are not going to be an alternative. We will be looking at them as we said we would at the end of the day the decision will be based on what we feel is the best course of action to take and what is best for our residents. We are not ignoring you, I had a health issue that I have gotten past thankfully and we are able to take these meeting on now. We will let you know when we get to the decision making on that particular matter.

Night to Unite tomorrow night, 5 to 8 pm, will have face painting, food, tug of war, helicopter. Get out there and mingle with us. One place this year, hopefully you can get out there. Glad the siren will be on the agenda, thanks to Rich (Skordahl).

Want a work session for code compliance. People are hesitant to call in. We have talked about an intern next year. I talked to one retiree to keep busy that might be interested or put out an ad to have a code compliance officer. People don't call until it is a hot button issue. Want to have a code compliance officer to notify residents of our policies. We can catch the problem earlier. Which will take the burden off the staff and city and be more beneficial for the residents. Would like to set a work session to discuss this further.

Kate said I would like to know what type of information you want for this work session. Changing, keeping our policy and what does this person do or want them to do. Let's wait until the Tuesday after Labor Day council meeting to set a work session in September. Feldman said when I get multiple people asking me about it that is why I am bringing it up.

Kohlmann said if you want to budget for an extra person for 2019, we would need to know soon. Kate said if we want a seasonal person we'll need to set that out, do you want twenty hours May to October. Feldman said we just need to get the policies out there and make them aware of it. Right now, the process takes a while.

Wait until September 4th to set a work session.

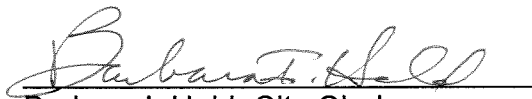
Tomorrow night is an important night. We really want to see people out there.
Extra mosquito control at Community Park, 5 to 8 pm.

B. Upcoming Events -

Aug 7	Night to Unite 5:00-8:00
Aug 14	State Primary Polls Open 7 am to 8 pm
Aug 15	Planning Commission Meeting @ 7 pm - Cancelled
Aug 20	City Council Meeting @ 6 pm

12. ADJOURNMENT

There being no further business, Mayor Feldman adjourned the regular city council meeting at 7:21 pm.


Barbara I. Held, City Clerk