CITY OF ST. FRANCIS
ST. FRANCIS MN
ANOKA COUNTY

CITY COUNCIL MINUTES
OCTOBER 16, 2017

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE**
The regular City Council meeting was called to order at 6:00 pm by Mayor Steve Feldman.

2. **ROLL CALL**
Members present: Mayor Steve Feldman, Councilmembers, Jerry Tveit, Joe Muehlbauer, Robert Bauer and Rich Skordahl. Skordahl stated that he will needs to leave at 7:30 pm.

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 TVEIT SECOND MUEHLBAUER TO ADD A WORK SESSION DATE TO DISCUSS POLICE PROTECTION FOR OAK GROVE TO THE AGENDA. Motion carried 5-0.

4. **CONSENT AGENDA**
MOTION BY MUEHLBAUER SECOND BAUER TO APPROVE THE CONSENT AGENDA ITEMS A-D AS FOLLOWS:
A. City Council Minutes – October 2, 2017
B. Local Road Improvement Program (LRIP) Grant – Resolution 2017-33
C. Embedded Systems, Inc. Contract Renewal for 2018
D. Payment of Claims $470,324.39 (ACH 209E & 210E $289,597.44 and Check #'s 73195 -73277 $180726.95)
Motion carried 5-0

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

6. **SPECIAL BUSINESS**
A. 2017 Budget Award
Mayor Feldman presented Finance Director Darcy Mulvihill the 2017 Distinguished Budget Award. This is the eighth year in a row. Congratulations Darcy.

7. **PUBLIC HEARINGS**
None

8. **OLD BUSINESS**
None

9. **NEW BUSINESS**

A. HKgi - St. Francis Forward (re)Development Plan October 2017

Hkgi gave a short presentation on the final plan of the St. Francis Forward. Back in July of 2016 the City entered into an agreement with HKgi to complete a study of the City's two main transportation and retail corridors. This planning effort was to support the retail, commercial and residential land use as it applies to development and redevelopment efforts by the City. These planning documents allow the City to move forward with an organized approach. HKgi worked with the City, stakeholders and the residents to design a community based plan and identify steps to reach our goals. Through this process a City vision, concepts and goals were identified.

Feldman stated I like the plan and the flexibility and also receiving the comments from the surveys. Consensus of the city council was they were pleased with the plan that was developed by HKgi and thanked the residents and staff on their input and work. Council thanked HKgi for preparing a great plan. Feldman specifically wanted to thank City Administrator Joe Kohlmann and Community Development Director Kate Thunstrom. MOTION BY MUEHLBAUER SECOND BAUER THE ACCEPT THE HKgi ST. FRANCIS FORWARD (RE)DEVELOPMENT PLAN DATED OCTOBER 2017. Motion carried 5-0

B. Assessing Contract

The City received two proposals for Assessing Services. Proposals were received from Eric Skogquist /Mary Wells and Anoka County, Alex Guggenberger. Kohlmann said since the packet went out last week a revised contract came in from Skogquist/Wells.

They both presented their proposed contracts to the city council.

Questions from the council for the two representatives included: who is responsible if there is an error, how they determine home values, getting a list of references, hours of operation, staffing level, checks and balances, and board of review. After a lengthy discussion the council decided they would like to see references before making a decision. Feldman thank both for their proposals.

MOTION BAUER SECOND MUEHLBAUER TO TABLE APPROVING AN ASSESSMENT CONTRACT TO CALL THEIR REFERENCES AND BRING IT BACK TO THE NOVEMBER 6, 2017 CITY COUNCIL MEETING. Motion carried 5-0.

Feldman stated being Skordahl needs to leave by 7:30 tonight let's set a work session date to discuss the possibility of providing police protection for the city of Oak Grove. The work session was set for Monday October 23, 2017 5:30 pm at city hall. Notice will be posted.

C. Ordinance 234, Second Series - Stormwater Ordinance Amendment, Chapter 10 Section 93 (Second Reading)

Jochum stated the changes are required due to requirements of the state mandated MS4 Permit. As stated at the last meeting, the updates include revisions to the permanent storm water standards. The current ordinance requires infiltration of 0.5 inches of runoff from the impervious surface, while the proposed ordinance required infiltration of 1 inch of run off from the impervious surface (which is required by the state). Other state required provisions, such as infiltration restrictions and prohibitions, have been added as well. Jochum stated also amended was the minimum building elevation requirement. As Skordahl noted at the last meeting it does not have anything to do with the storm water fee.

MOTION BY MUEHLBAUER SECOND SKORDAHL APPROVING THE SECOND READING OF ORDINANCE 234, SECOND SERIES – CHAPTER 93 STORMWATER MANAGEMENT – STORMWATER POLLUTION PREVENTION.

Roll Call: Yay: Feldman and Bauer, Skordahl, Tveit and Muehlbauer,
Nays: none

Motion carried 5-0.

D. Resolution 2017-34 Authorizing Summary Publication of Ordinance 234, Second Series

MOTION BY TVEIT SECOND MUEHLBAUER ADOPTING RESOLUTION 2017-34 AUTHORIZING A SUMMARY PUBLICATION OF ORDINANCE 234, SECOND SERIES. Motion carried 5-0.

E. Utility Rate Study Discussion

Abdo, Eick & Myers prepared a proposal for a rate study and will take about three months to complete. Discussed rate tiers and maybe breakdown them more to possibly give some relief to low end users. Council agreed with moving forward. We owe it to the residents to do a thorough study. MOTION BY BAUER SECOND MUEHLBAUER TO ACCPET THE ABDO, EICK & MYERS BID TO PREPARE A WATER AND SANITARY SEWER RATE STUDY AT THE COST OF $12,000. Motion carried 5-0

10. **MEETING OPEN TO THE PUBLIC**

None

11. **REPORTS**

A. Public Works Department:

Teicher briefly went over his monthly reports.

Bauer asked again about opening up the treatment center for drops. Teicher said we need to monitor our system first. What if we get in a bad load, we need to know how that could affect our system. Feldman agreed, we have to be able to maintain our system first. Today, staff gave tours to a fourth grade class.

B. Community Development Department:
Thunstrom reported we have 56 new construction homes so far this year and 6 in process. In 2016 we had 37 new homes. The EDA is working on projects.

Plus there is a Citizen Engagement Comprehensive Plan Community Meeting, October 26, at the District Office starting at 6:30 pm.

C. Councilmember Reports-
Bauer thank all the residents that come to the French Toast Breakfast this past Saturday at the Fire Station for Fire Prevention week, great turn out. A great tribute to the fire department.

Muehlbauer said I was unable to make the French Toast Breakfast had a prior commitment. Muehlbauer also thanked all the residents from the Riverbank Lane/Kings Hwy who attended the work session.

Tveit apologized to city council that he missed the last meeting. Work commitment. URRWMO meeting was postponed and I had to work on that date that is was rescheduled. Not too much new going on with URRWMO. Remind everyone to drive safe. Days are shorter, slow down. Thanks to police chief for having the officers do more patrolling.

Feldman thanked the police chief too; I think we are heading in the right direction. Like the community oriented police department, thank you chief. Thank Craig of Hakanson Anderson with the information that was provided for the Riverbank Lane/Kings Hwy street improvement. Ben of Sambatek (Planner) and Craig are working on applying for grant that is due November 3 but will not hear anything until after the first of the year. Thank staff all around. This council and staff are putting teeth behind the words Progress, Pride and Possibilities. We are doing some good things. This council understands that we serve you the public.

B. Upcoming Events - Oct 16: City Council Meeting @ 6:00 pm
Oct 26: Citizen Engagement Meeting, Comp Plan, District Office 6:30- 8:30 pm

12. **ADJOURNMENT**
There being no further business, Mayor Feldman adjourned the regular city council at 7:48pm.

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Barbara I. Held, City Clerk