

CITY OF ST. FRANCIS
ST. FRANCIS, MN

CITY COUNCIL MINUTES

April 7, 2008

5:30 pm Board of Review: Mayor Randy Dressen opened the Board of Review hearing at 5:30 pm. All Councilmember were present. The purpose of the hearing is to allow property owners appeal the current year valuations or classification placed on by Anoka County. Dressen turned the Board of Review hearing over to Anoka County Assessors. Mike Ducklow introduced himself as the local residential assessor from Anoka County along with Janelle Disrud who also is a residential assessor and John Leone the commercial and industrial property assessor in St. Francis. Ducklow stated the sales period for the 2008 assessment was October 1, 2006 through September 30, 2007. The assessment as of January 2, 2008 will be used to compute the property taxes payable in 2009. Every household is looked at every five years.

Michael Blood, 29-34-24-12-0024, stated he did have a question about his assessment any more after contacting the assessor prior to the meeting. Dressen indicated the meeting to discuss taxes will be held later on this year. Mr. Blood also stated these meetings are held too early for anyone to attend.

Dave Nutter, 32-34-24-34-0057, asked the city council where do we get to appeal our special assessment? Again it was stated this meeting if for property values only.

Cheryle Smith and Raymond Schert, 27-34-24-12-0006, stated their value has increased this year by \$25,000. Ducklow stated every five years we come out to look at the property and if no one is home, we leave a notice to contact us to set up an appointment. If we do not hear from the property owner, we do increase the property value because we assume your basement is finished. I can set up an appointment to come out and re-assess your property.

Ducklow asked if anyone else had concerns regarding their property values. Council member Jones questioned the green acres property values and how are they calculated. Ducklow said we can meet again regarding the values of agriculture property.

Tim Holen property owner of several properties in St. Francis, including commercial and residential. Holen stated over the past several years the values keep going up. Leone stated he would like to set up an appointment to re-evaluate all his properties.

There were no more questions from the public. Mayor Dressen closed the Board of Review meeting at 6:03 pm.

e

6:00 pm Regular City Council Meeting

- 1. Call to Order:** The regular City Council Meeting was called to order by Mayor Randy Dressen at 6:10 pm at the ISD #15 District Offices.
- 2. Roll Call:** Present were Mayor Randy Dressen, Council members LeRoy Schaffer, Steve Kane, Ray Jones, and Tim Brown. Also present was Assistant City Engineer Jared Voge (Bolton & Menk, Inc.), City Attorney Scott Lepak (Barna, Guzy & Steffen), Police Chief Jeff Harapat, Finance Director Gayle Bauman, City Administrator Matt Hysten and City Clerk Barb Held
- 3. Adopt Agenda:** MOTION BY KANE SECOND BROWN TO ADOPT THE APRIL 7, 2008 CITY COUNCIL AGENDA. MOTION CARRIED 5-0.
- 4. Consent Agenda:** Pull item i. and item j. off the consent agenda.
MOTION BY KANE SECOND JONES TO APPROVE THE APRIL 7, 2008, CITY COUNCIL CONSENT AGENDA A-H AND K-L:
 - a. Approve the City Council Minutes – March 17, 2008.
 - b. Receive and File the URRWMO Minutes – March 4, 2008
 - c. Receive and File the Charter Commission Minutes – March 22, 2007
 - d. Approve the Agreement between the ISD #15 Bus Garage and the City of St. Francis for D.O.T. Inspections and Vehicle Maintenance.
 - e. Adopt the St. Francis Fire Department Policy and Procedure Manual
 - f. Adopt the St. Francis Fire Department Standard Operating Guidelines.
 - g. Approve the Water Treatment Plant Pay Request #7 to Staab Const. for \$382,855.00.
 - h. Re-Appoint Kristina Birt to the Park Commission for a three-year term.
 - i. ~~Fire Department Applicant.~~
 - j. ~~Accept the Performance Review of Police Officer Nick Steiger and move him from Step 3 to Step 4 of the Police Department 2008 Salary Schedule.~~
 - k. Approve the Co-Locate on the existing Cell Tower located at 23307 St. Francis Blvd.
 - l. Approve the Payment of Claims for \$235,909.19. Motion carried 5-0.
- 5. Petitions, Requests, Applications:**
 - a. **Habitat for Humanities Presentation:** Karl Batalden the Government & community Relations and Chad Dipman, Land Acquisition Project Manager for the Twin Cities Habitat for Humanity gave a power point presentation. They discussed possible partnerships between their organization and local communities. They thanked the City Council for inquiring about an opportunity for them to build in St. Francis on the two residential lots the City owns.
- 6. Ordinances & Resolution:** None
- 7. Meeting Open to the Public:** Michael Blood, 24411 Riverbank Lane addressed the City Council about a special assessment charge and the drainage ditch by his residence that has never been maintained. In addition, Mr. Blood asked about the large amount of gravel in his ditch and if the City going to clean that up. Mr. Blood did question his taxes and the assessment charge that is on

his tax statement. Regarding the assessment charge on his tax statement that is for a solid waste charge that all Anoka County residents receive. City Clerk Barb Held said she will send Mr. Blood information regarding the assessment.

Roger Hirschman at 2583-230th Court NW, addressed the City council about the loud dances The Ponds Golf Course has during the summer and asked what can be done. The council stated if the noise get too loud to contact the police department.

Larry Anderson at 6345 Ambassador Blvd, first stated he appreciated the Business and Community Expo and that the City was involved. Anderson still has concerns of LeRoy handing out information. Some time ago, Dave Langseth and I talked to you (LeRoy) and Chester Graham regarding the old information that was being given out on Chief Jeff Harapat. We thought there was a resolution that no more would be said. Anderson said not a week later; more information is being shared with no return address being handed out. I am not sure if you, Chester or whoever was handing it out. As you told council member Brown at a council meeting, “let’s leave it in the past”. In the last *Courier* you again gave your opinion and signed it as a St. Francis Council member. Schaffer said in an editorial it is legal to identify yourself as a council member. Schaffer said I was not picking on anyone. Schaffer also stated he would fight tooth and nail to support freedom of speech.

David Langseth at 4637-241st Avenue NW, addressed the City Council about LeRoy Schaffer’s actions. When I went to the Business Expo I was proud to be part of this community. Langseth also stated he and Anderson we and met with LeRoy and his roommate. I remember you telling council member Brown to put things behind us. Langseth stated you have no right to undermine the council by keep bringing this up.

8. **Reports of Consultants & Staff Members:**

a. Engineer: 1) **230th/Ivywood Street Project Draft Feasibility Report:** City Engineer Jared Voge reviewed the Feasibility Report on the 230th/Ivywood Street Project with the City Council Voge presented two options the City Council has on the proposed improvement. Option No. 1 would be a Surface Maintenance, which would consist of patching the existing bituminous surface at various locations during the next two years to prolong the overall street service life. This would be a temporary fix. Option No. 2 would consist of the removal and replacement of the existing bituminous surface, concrete curb and gutter, storm water management, and watermain systems. The preliminary cost estimate for Option No.1 is estimated at \$40,000; Option No. 2 is estimated at \$363,556.18. Another decision for the City Council is the assessments and funding sources. Option No. 1 would consist of funds from the general street budget for the next two years. Additional funds should be included in the budget to cover for increased maintenance on this street segment. Funding for Option No.2 would be completed per the City’s assessment policy. Project costs, including street, storm water management and watermain will be assessed to the benefiting properties on an adjusted from footage basis according to the City’s assessment policy. A preliminary assessment roll is being prepared to determine assessment costs. The City must follow the MN State Statute Chapter 429 process to notify property owners and conduct meetings on the proposed assessments. If these improvements are determined to be financially feasible, it would the engineer’s recommendation that the City Council approves this report and authorizes the preparation

of final plans and specifications. Jones asked shouldn't we ask the people along the street first. The feasibility report is the first step there would be a non-formal meeting for all effected property owners. Voge explained the process. Jones asked about the size of the watermain and why the increase of size. Voge explained the reasoning. Dressen said one of his concerns is we are getting pretty late in the year for this project. Dressen said I know Councilmember Schaffer was opposed to this project. We do have a public works director starting in one week and let him look at this project. Dressen said lets do a temporary fix for this year and then do it right. Schaffer commends Dressen for considering Option No. 1. The rest of the council concurs with Options No. 1.

2) Municipal State Aid (MSA) System Street Designation: Each year as part of our Municipal State Aid System, being we are over 5000 in population, the City of St. Francis is allowed to designate 20% of our total road mileage as Municipal State Aid Streets. In order for a street to be added to our Municipal State Aid System, it must connect to a Trunk Highway, County State Aid Highway, or other Municipal State Aid Street. Due to the fact that, the City of St. Francis continues to grow, we are allowed to designate additional Municipal State Aid Streets each year. The engineers are recommending the revocation of MSAS 118 - non-existing Aztec Street between Bridge Street and 233rd. With the proposed designations and revocation, it would bring our Municipal State Aid System Certified Mileage to 11.94 miles. MOTION BY KANE SECOND BROWN TO ADOPT RESOLUTION 2008-17 REVOCATION OF MUNICIPAL STATE AID STREETS (Aztec Street-Route 118). Motion carried 5-0.

MOTION BY KANE SECOND BROWN TO ADOPT RESOLUTION 2008-18 ESTABLISHING MUNICIPAL STATE AID HIGHWAYS (229th Lane from Ambassador. Blvd. to Rum River Blvd.; Butterfield Drive from Bridge Street to Woodbine Street; Woodbine Street from Butterfield Drive to 233rd Lane; and 233rd Lane from Ambassador Blvd to Woodbine Street). Motion carried 5-0.

3) Upper Rum River Watershed Management Organization Update: Voge reported in 1982 the Legislature approved the Metropolitan Surface Water Act, Chapter 103B of Minnesota Statutes. The Act requires local units of government in the seven county Metropolitan areas to prepare and implement comprehensive Surface Water Management Plans through membership in a watershed management organization. St. Francis belongs to the Upper Rum River Watershed Management Organization that was formed in June of 1991 through a Joint Powers Agreement with the cities of Bethel, East Bethel, Ham Lake, Oak Grove, and Burns Township. The Joint Powers Agreement Watershed Management Organization is to coordinate watershed wide efforts to efficiently manage surface and groundwater resources. Management is aimed to improve water quality, minimize flooding, enhance wildlife values, and insure sustainability. In 1997, the Joint Powers Agreement was updated and is asking to be updated again. The URRWMO has updated the Joint Powers agreement and is seeking approval of the member communities. The URRWMO operates on dues received from each of the member communities. The member community contribution to the URRWMO is based on the communities' area within the watershed management organization as well as the communities' market value within the watershed organization area. In 2007, the Legislation was concerned with local watersheds. Lepak said he has reviewed it and it is accepted as drafted. Dressen asked what were our dues in 2007. We will provide that amount to City Council. Schaffer said I have never seen anything on this. Hylen said as a point of reference the City Council

does receive a copy of the URRWMO minutes from their monthly meetings. Ray Jones introduced Terry Sworsky the City's resident representative that is a good faithful member and is always there. Schaffer had a number of questions regarding who regulates or watches over them. Sworsky said Anoka County Conservation group does our monitoring. **MOTION BY KANE SECOND SCHAFFER TO APPROVE THE URRWMO JOINT POWERS AGREEMENT AND AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE THE AGREEMENT FOR THE CITY OF ST. FRANCIS AND APPROVE THE CITY OF ST. FRANCIS' DUES CONTRIBUTION TO THE URRWMO FOR 2008 IN THE AMOUNT OF \$5,200.94. . Motion carried 5-0.**

Water Treatment Update: Voge gave an update on the progress of the water treatment plant. Dressen said he heard from a business close

Attorney: Golf Carts on City Streets: Prior council meetings there has been some interest on riding golf carts on city streets. Some concerns that need to be addressed by the City Council are 1) Is there any interest in permitting golf carts to operate on designated city streets? 2) Should this be broadened to include four wheelers? 3) Is it possible/practical to designate the specific roadways in a fair and equitable manner? 4) If so, what streets would it be limited to? Dressen said there maybe some houses on the golf course but actually cannot access the course unless they are on the roads for a short time. Dressen said we are not like Florida where the streets are designed for the carts. Kane said we also talked one time about having them ride on the sidewalk is that permissible. Chief Harapat said in talking with City Attorney Lepak in looking at that further, it was decided it was not a good idea. Maybe limit it for around just the course and have them obtain permits. Dressen said he would like them only to be electric carts and have lights, including signal lights. Chief Harapat said ATV's would not meet standards to drive on the road. The attorney will look into this and bring back the first reading or the ordinance change. Brown said what if something happens what is the liability. Lepak said by ordinance they would have to provide proof of insurance when getting a permit to ride on a city street in a limited area.

City Charter Update: The City Charter Commission met on March 26, 2008. The majority of the meeting was the discussion on starting a HRA vs. EDA. The Charter Commission indicated there are some other areas that need clarification in the charter. There was some strong discussion on eminent domain. Kane asked about getting the minutes earlier than a year later. Beck said yes that is a good point. We are having another meeting April 30th and we will have the minutes and a revised charter to review.

Economic Development Authority (EDA) vs. Housing and Redevelopment Authority: Memo from Lepak was provided on an EDA vs. a HRA. Both entities are designed to encourage and guide the economic development and redevelopment of a community. The city can create one or both entities. In addition, a draft resolution was provided regarding establishing an EDA. First question is how many do you want on the EDA. Five members seem common. Lepak discussed the various areas the council would have to address. Dressen asked should we move forward with some general direction. No comments were made against. Dressen said the next is fees, someone has to pay for it. Maybe the start up cost coming out of budget. Direction from the City Council is to keep moving forward.

Staff: Fire Dept: No report

Water-Wastewater: No report.

Streets/Parks: No report.

Liquor Store: No report.

Police Dept: No report.

City Administrator Report: Last week the St. Francis Youth Hockey Assn. had a meeting about the possibility of bringing forward a hockey facility in St. Francis. Would the city council be interested in allowing the SFYHA to build on our land? Dressen is fully behind this after looking into this further. They are burning good quality family time from this community to go to other communities for ice time along with the price of gas. Kane said this would also affect our community by buying their gas, groceries and eating out here instead of somewhere else. Brown agreed. The council said to proceed with the discussion.

Fire Department Mission Statement: The City Council MOTION BY BROWN SECOND KANE TO APPROVE MISSION FOR THE ST. FRANCIS FIRE DEPARTMENT. Motion carried 5-0.

Police Department Space Needs Discussion: The City Council previously toured the police department to look at their space needs. After getting a quote, it came back higher than anticipated. Hylen stated Chief Harapat and I would like to pilot the program of having Chief Harapat move to city hall as a trial basis. There still would be some shared space area at the police department. There would be minimal cost in moving Chief Harapat to city hall. Kane said thank you for the short-term solution. Schaffer said how much. Hylen said if he ends up staying at city hall there would be more cost. Harapat said he feels it would be under \$2,000. Dressen said let's try the pilot program. The real solution is we are going to need a city hall. Maybe the time has come to fix it. We have been talking about building a city hall since I have been here.

9. Reports from Council Members: Schaffer contacted two businesses. Schaffer said he contacted Anoka County Police Department to see what it would cost the city to switch from it current police department to contract with Anoka County Sheriff's department.

Dressen asked what authority were you given to solicit Anoka County Sheriffs Department for police protection. You were never given council approval. Schaffer said it was only exploratory, it was not official. Dressen said you are tampering with the lives of 12 people who work for the city and this council has not given you any authority to tamper with that. Dressen said I'm trying to keep this council on a legal and ethical path, and I don't consider it ethical to go outside this council to solicit bids. Kane said I know many businesses like having the police here. Dressen asked the city attorney to look into if Schaffer went out of bounds of his authority and potentially bring back another censure on Schaffer.

Brown said it has been my experience it cost money to solicit information. Schaffer said he is trying to save the people money. I am trying to provide you information.

Kane said he attended the business expo this weekend. First wanted to thank the Chamber, second are the businesses that attended the Expo. Kane said I contacted businesses during the Expo who are happy with the local police department. The people here don't want to see it change. Maybe we should invite Sheriff Andersohn to a future council meeting.

Brown appreciated the Business Expo. I like having the local police and gave a situation that he personally experienced.

10. **Report from Mayor:** Dressen said he cannot say enough good things about the Business Expo. This past Friday, I had an open house for the business community to come in to see and comment on the 2008 Comprehensive Plan Update.

Just an update, the Local Government Aid is being discussed at the local level.

11. **Old Business:** Schaffer said to the press I am going to visit with local reps just wanted you to know.

12. **New Business:** None.

13. **Adjournment:** The Regular City Council meeting adjourned at 8:28 pm.

Barbara I. Held, City Clerk