

CITY OF ST. FRANCIS  
ST. FRANCIS, MN

CITY COUNCIL MINUTES

July 21, 2008

6:00 pm

1. **Call to Order:** The regular City Council Meeting was called to order by Mayor Randy Dressen at 6:00 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), Public Works Director Paul Teicher, Police Chief Jeff Harapat, Finance Director Gayle Bauman, City Administrator Matt Hylen, and City Clerk Barb Held
3. **Adopt Agenda:** Remove City Council Minutes of July 7, 2008 from the Consent Agenda, there needs to be a correction to the minutes. MOTION BY KANE SECOND BROWN TO ADOPT THE JULY 21, 2008 CITY COUNCIL AGENDA AS AMENDED. MOTION CARRIED 5-0.
4. **Consent Agenda:** MOTION BY KANE SECOND BROWN TO APPROVE THE JULY 21, 2008, CITY COUNCIL CONSENT AGENDA B-J:
  - a. ~~Approve the City Council Minutes—July 7, 2008.~~
  - b. Receive and File the July 13, 2008 Fire Department Minutes.
  - c. Receive and File the June 10, 2008 Park Commission Minutes.
  - d. Accept the Letter of Resignation from Police Officer John Rowe and the Separation Agreement.
  - e. Authorization to Advertise for a Police Officer.
  - f. Authorization to Advertise for a Public Works Operator.
  - g. Approve the St. Francis Area Jaycees Temporary Liquor License for Cornfest, August 9<sup>th</sup> and Oktoberfest Oct.4<sup>th</sup>.
  - h. Ratify the hiring of Part Time Office Support Clerk Rosalie Gray at Step 3 on the part time scale.
  - i. Ratify the hiring of Part Time Accounting Clerk Linda Stonecash at Step 3 on the part time scale.
  - j. Approve the Payment of Claims for \$486,150.22. Motion carried 5-0.
5. **Petitions, Requests, Applications:**
  - a. **Rick Sonstebly-Driveway Permit:** Rick Sonstebly has made an application for a driveway permit at a property located at 4333-241<sup>st</sup> Avenue to access an unaddressed property in Isanti County. Currently the driveway is 1600 and wants to add an additional 1000 feet. The driveway is intended to provide access to a future house in Isanti County, which would not be a taxable parcel

for the city of St. Francis. Sonstebly is proposing to build a 25-foot wide gravel driveway, which would lie within 66-foot wide easement that could be converted to a future road in the event of a future subdivision in this area. The area is within the moratorium and therefore the permit requires Council approval. Schaffer asked if this is the driveway into the annexed property. Hylen stated no, this is a different request. Jones asked why is the current driveway is 1600 feet. Jones stated he thought the current maximum length was 750 feet. Another question Jones had been there a property to the east that wanted the same extension. Hylen stated that property owner wanted to annex the Isanti County property into St. Francis, this permit they have not indicated they want to annex the property.

Jones suggested maybe have the planning commission look at it. Hylen stated staff would come up with findings of fact to see whether it should proceed to the planning commission.

6. **Ordinances & Resolution:**

**a. Ordinance 122, Second Series: Amending Chapter 10, Sec. 10.50 Regarding Interim Permits and Abandonment and Expiration of Conditional and Interim Use Permits (2<sup>nd</sup> Reading):** This ordinance being proposed would allow for Interim Use Permits and address abandoned Conditional /Interim Use Permits. MOTION BY KANE SECOND BROWN TO APPROVE THE SECOND READING OF ORDINANCE 122, SECOND SERIES AMENDING CHAPTER 10, SECTION 10.50 REGARDING INTERIM PERMITS AND ABANDONMENT AND EXPIRATION OF CONDITIONAL AND INTERIM USE PERMITS. Ayes: Schaffer, Kane, Jones, Brown and Dressen. Nays: None. Motion carried 5-0.

**b. Ordinance 123, Second Series: Amending and Restating the City of St. Francis Home Rule Charter (First Reading):** The Charter Commission have had numerous meetings going over the City Charter. They have come up with the amendments that were presented to the City Council. A public hearing was held on the amendments and no changes have been made since the amendments were presented. At the last City Council Meeting Councilmember Schaffer questioned the word qualified and the meaning of it in the City Charter. Lepak drafted a memo explaining his findings. The reference to qualifications and eligibility of elected officials in Section 2.02 of the City Charter relates to the candidacy requirements contained in the Minnesota State Constitution, as well as the Minnesota Election Law. MOTION BY BROWN SECOND JONES TO APPROVE THE FIRST READING OF ORDINANCE 123, SECOND SERIES AMENDING AND RESTATING THE CITY OF ST. FRANCIS HOME RULE CHARTER. Ayes: Brown, Jones, Kane, Schaffer and Dressen. Nays: None. Motion carried 5-0.

7. **Meeting Open to the Public:** Melvin Gertvig, 2433-229<sup>th</sup> stated years ago a former city staff told a resident that they would have to remove the foundation after a house was abandoned off the foundation. If this is true, Mr. Gertvig stated this should apply to the City too on the removal of the foundation of the old water tower. The council will look into this.

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

**a. Engineer: URRWMO Plan Amendments for Review:** Voge reported the Upper Rum River Watershed Management Organization has reviewed the comments received during the 60-day comment period on the amendments to its Watershed Management Plan. Several minor changes

have been made to the amendments as a result. The material provided is for review during the final 45-day comment period. Any comments should be forwarded to city staff.

**b. Attorney: City Policy on Sale or Lease of City Property:** The last City Council meeting the Council directed legal to draft a policy regarding City-Owned property. Lepak provided a policy for council's review. Jones stated one area that needs to be looked at is at what time of the year are you going out for the lease. It depends on what type of crop you are putting in. Brown would like to see at least a three-year agreement. Recommendation is to forward any comments to city staff and have legal bring this back with comments.

**c. Staff: Fire Dept:** No report.

**Public Works:** No report.

**Liquor Store:** No report.

**Police Dept:** No report.

**City Administrator Report: 1984 Rescue Van:** Independent School District #15 has requested to purchase the fire departments 1984 Rescue Van from the City for \$500 and not charge the City for repairing the brakes, removal of lights/siren, and decal. As you may recall the City tried to donate this truck to the Anoka County Fire Investigation group, we advertised it in the League Bulletin for other fire departments and were planning on the police forfeiture auction in August. MOTION BY BROWN SECOND JONES TO SELL THE 1984 RESCUE VAN TO ISD #15 FOR \$500.00 AS IS. Motion carried 5-0.

**Capital Improvement Plan (CIP):** The Council received a draft copy of the 2009-2013 Capital Improvement Plan back in May. There is a public hearing set for August 4<sup>th</sup> on the CIP. This needs to be approved by August 15<sup>th</sup>. Dressen said any questions please contact staff before the public hearing..

**Pederson Path Discussion:** Hysten reported this item was brought again just at the last council meeting. This project was taken out of the budget last year due to lack of funds in the Park Dedication Fund. This project currently is not a funded project and could be included in the 2009 budget. There has been talk about Anoka County giving this road back to the City. The Council direction is to put this project in the CIP maybe as soon as 2009. Dressen said he would like to hear more from residents in that area. Jones would like to see money set aside for maintenance of the trails. Kane asked if there is any type of grants for the trail. Dressen asked staff to see what the cost would be for the trail and seek out other options such as grant money.

**City Council Salary Discussion:** A memorandum was provided by the City Attorney regarding the procedures of council salary adjustments. The mayor currently receives \$275 per month and councilmembers \$225 per month. The city of Oak Grove is currently going through a salary study and was kind enough to give us a copy of the results. There have been only two salary increases since 1989. Dressen for future mayors and councilmembers this is something we probably should look at. Schaffer would like to study this more and maybe go to the option of a cost of living increase each year. Dressen said again any comments regarding this topic let staff know.

9. **Reports from Council Members:** Schaffer contacted a couple businesses. Jones asked about the Creative Real Estate property and have we collected any money for the pipe that went into this property. Lepak said we have initiated litigation against the developer. The former property owners are also now involved with litigation against the former developer. Jones asked if we are going to need an easement for the water line and Lepak said yes. Jones also asked about the water lines. Voge said the water treatment plant would hopefully be operational this fall.
10. **Report from Mayor:** No report.
11. **Old Business:** Dressen stated at the last meeting we briefly discussed the length of the work week. Kane said he personally doesn't see any wrong with it. The State of Utah is looking at it and just after the last council meeting on the national news heard 6% of places of employment are looking at going to a 4-day work week. Schaffer said the public would lose lack of service and has there been any look in the cost effectiveness of this. Dressen said I think I can answer some of this. In talking to staff, they have indicated there is a rush at the end of day. The hours on Monday through Friday would be extended to 7:00 am to 5:30 pm, so people that work out of town can come in before they work or after they get off work. Dressen said keep in mind this would be a pilot program. Dressen asked to observe, analyze and measure out what we seeing. Schaffer thinks the extended hours would be benefit the public, maybe go 8:00 am to 6:00 pm. Dressen said the sick hours would be less because for doctor, dentist appointments they could be made for Fridays. Jones said personally does not care. Currently I call places and all I get is a recording anyway. Brown said it is worth a try. Dressen said at the next meeting let's make a decision. Jones asked what about public works. Hysten said the public works is unionized. Those departments do currently work four ten's during the summer hours. Hysten said right now it would be just city hall and police office personnel.
12. **New Business:** None
13. **Adjournment:** The Regular City Council meeting adjourned at 7:02 pm.