

CITY OF ST. FRANCIS
ST. FRANCIS, MN

CITY COUNCIL MINUTES

September 2, 2008

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, Fire Chief Ken Pace, Police Chief Jeff Harapat, Finance Director Gayle Bauman, City Administrator Matt Hysten, and City Clerk Barb Held
3. **Adopt Agenda:** Move the Public Works Department Reports up to 6 e. due to the fact Councilmember Ray Jones has to attend another meeting for the City this evening. MOTION BY KANE SECOND BROWN TO ADOPT THE SEPTEMBER 2, 2008 CITY COUNCIL AGENDA AS AMENDED. MOTION CARRIED 5-0.
4. **Consent Agenda:** MOTION BY BROWN SECOND JONES TO APPROVE THE SEPTEMBER 2, 2008, CITY COUNCIL CONSENT AGENDA A-G:
 - a. Approve the City Council Minutes – August 18, 2008.
 - b. Receive and File the Planning Commission Minutes- June 18, 2008.
 - c. Accept the Resignation of Kristina Birt from the Park Commission.
 - d. Proclaim the Week of September 17th through September 23rd as Constitution Week.
 - e. Approve the hiring of Nathan Schweiger as a full time Police Officer at Step 1 of the Police Officer Pay Scale conditional upon successful psychological review.
 - f. Approve the Water Treatment Plant Pay Request No. 12 to Staab Construction for \$792,176.00.
 - g. Approve the Payment of Claims for \$206,822.31.Schaffer would like to know the process of the hiring for a police officer.
Motion carried 5-0.
5. **Petitions, Requests, Applications:**
 - a. **Sonstebly Annexation Request:** Rick Sonstebly is requesting to annex his property in Isanti County into St. Francis. MOTION BY KANE SECOND BROWN TO INITIATE THIS REQUEST AND BEGIN THE LEGAL PROCESS OF ANNEXATION. Motion carried 5-0.

6. **Ordinances & Resolution:**

a. Resolution 2008-25: Preliminary Approval of a Proposed 2008 Tax Levy Collectible in 2009: MOTION BY KANE SECOND JONES TO ADOPT RESOLUTION 2008-25 A RESOLUTION PROVIDING PRELIMINARY APPROVAL OF A PROPOSED 2008 TAX LEVY, COLLECTIBLE IN 2009. Schaffer said it is not the right time for an increase. Motion carried 4-1. Schaffer voting nay.

b. Resolution 2008-26: Setting the Hearing Dates for Consideration of the 2009 Budget: MOTION BY BROWN SECOND JONES ADOPT RESOLUTION 2008-26 SETTING THE HEARING DATES FOR CONSIDERATION OF THE 2009 BUDGET. Motion carried 5-0.

c. Ordinance 124, Second Series: An Ordinance Amending Chapter 2, Section 2.12, Entitled “Salaries of Mayor and City Council Members”(First Reading): Jones said in the last meetings we talked about an increase in mayor and council pay. Jones said he took it upon himself to survey surrounding communities pay. Jones is recommending an increase to the mayor’s salary at \$375 per month and council \$325 per month. Schaffer said he knows we are below the average of the surrounding areas but would be a hypocrite to vote for an increase. Brown said I don’t think anyone is doing this for the money. But feel we need to increase it to get more qualified personnel. MOTION BY JONES SECOND BROWN APPROVING THE FIRST READING OF ORDINANCE 124, SECOND SERIES; AND ORDINANCE AMENDING CHAPTER 2, SECTION 2.12, ENTITLED “SALARIES OF MAYOR AND CITY COUNCIL MEMBERS. Motion carried 4-1. Roll Call: Kane, Jones, Brown and Dressen voting aye. Schaffer voting nay.

d. Ordinance 125, Second Series: An Ordinance Amending Section 10.36 Subdivision 6 F. Regarding Driveways: MOTION BY KANE SECOND BROWN APPROVING THE FIRST READING OF ORDINANCE 125, SECOND SERIES; AN ORDINANCE AMENDING SECTION 10.36 SUBDIVISION 6 F REGARDING DRIVEWAYS. Roll Call: Schaffer, Kane, Jones, Brown and Dressen voting aye.

e. Regular Part Time Employee: Jones asked about the part-time position and would that include benefits. Teicher said no this would be a 30-hour a week position. At the next city council meeting, we will have the salary schedule and ask for authorization to declare the vacancy.

Public Works: On-Call Pay: Paul Teicher, Public Works Supt. is proposing the implementation of an on-call system within the Streets/Parks Department. Jones asked would this be the part time person. Teicher said no. Kane asked how would people get the number. If it were, a situation that needs assistance Central Communication would be called. Dressen ask how often does this occur. Teicher said I don’t know right off hand. Since I have been here, there have been three incidence. Chief Harapat said more than likely the police will be called first and they will contact Central Communications to call the on-call person. Currently if something happens whether a tree in the road, plugged culvert, or slippery roads happens after hours, our water/sewer on-call person gets called and may not be qualified to handle the task at hand. This department is a member of a bargaining unit; therefore, we need to open their union contract to make the necessary modifications and changes. Any contract adjustments will be brought to the Council before this program becomes effective.

Gravel Street Maintenance: Teicher reported several of the City streets are in need of new gravel. City Staff generated a priority list of areas, quantities and prices from local contractors. Each

contractor gave prices for gravel that meets our City specifications. Bjorklund Companies gave a second price on gravel that exceeds our specifications. This is what has used in the past. Two bids were received, Bjorklund Companies and Plaisted Companies. Teicher asked the council particular Council member Jones what type of Class 5 should be used. Jones explained that the east side of town is mostly sand and that should have the Class 5 modified gravel which contains 12-15 % fines passing through the #200 sieve. The west end of town where there is more clay go with the 7-13%. Teicher is recommending Bjorklund Companies who had the lower bid price. MOTION BY JONES SECOND BROWN TO ACCEPT THE TWO QUOTES FROM BJORKLUND COMPANIES AND PLAISTED COMPANIES. Motion carried 5-0.

MOTION BY KANE SECOND JONES AWARD THE GRAVEL STREET MAINTENANCE PROJECT TO BJORKLUND FOR \$32,595 FOR CLASS 5 MODIFIED 7-13% AND UP TO \$5,167.50 FOR THE MODIFIED GRAVEL 12-15%. Motion carried 5-0.

“Old Water Tower” Base/Vault Removal: Quotes were received for the removal of the “Old Water Tower” Base/Vault from Staab Construction and Doboszinski & Sons, Inc. Teicher is recommending going with the low bid from Staab Construction for \$12,965. Jones stated staff did research and found we do require footings and foundations to be removed in the urban area. MOTION BY JONES SECOND KANE TO ACCEPTING THE TWO QUOTES AND AWARD THE QUOTE FROM STAAB CONSTRUCTION FOR THE REMOVAL OF THE OLD WATER TOWER BASE/VAULT FOR \$12,965. Schaffer feels it is a waste of money, why can't we just leave it in there. Brown said I don't feel we are above any ordinance, we have to follow the same ordinances as we expect everyone else to. Motion carried 4-1. Schaffer voting nay.

Council member Jones left at 6:50 pm to attend a URRWMO meeting.

7. **Meeting Open to the Public:** Melvin Gjertvig, 2433-229th, said the outdoor furnace was published to be on the agenda and noticed it is not on the agenda tonight. Mr. Gjertvig has a problem with the ordinance that was presented and recommended at the planning commission with the restrictions they are presenting in the ordinance. Mr. Gjertvig said he has had an outdoor furnace for fourteen years. The ordinance was removed from the agenda due to the fact the planner was still waiting for more information.

Steve Ortell, 839 235th Avenue East Bethel, was before the council to address his lot along Poppy Street. Ortell said if he is going to be charged for two assessments he wants to be able to split his property. If he cannot split it, he would like his assessment reduced before tax time. Lepak said he would need to contact the engineer and planner regarding the issue.

Sue Ann Nutter, 22920 Rum River Blvd., we heard a letter was going to be sent to us to cut our grass. Ms. Nutter brought in proof that they hired someone to cut it and does not want a letter sent to them. What have you done regarding the noise ordinance; are you going to put up the signs for us? What is the big deal, why cannot you put up the signs? Lepak said it is his opinion about the lack of enforcement these signs have. Ms. Nutter asked if he lived in St. Francis Lepak said no. Dressen said loud vehicles and motorcycles is not just in St. Francis. Schaffer said we need the enforcement

you have to put the fear of god in them. Schaffer said if I make the recall petition, I will personally sit out there and video tape and get a sound thing out there. Hysten gave a report to the council and Ms. Nutter on the speed, volume of traffic of Rum River Blvd from August 20-September 2nd. Sue said Ray I talked to you about another stop sign on 229th and Rum River Blvd. Jones said maybe a better thing is to re-route the truck traffic.

Robin DeRosier asked about a cross walk on Bridge Street by the Rum River Inn. Drossen said Bridge Street is a county road and Anoka County have previously said they would not put one in. Hysten said the City has been applying for a Safe Routes to School Grant for Bridge Street. We need help with financing of this. Ms. DeRosier asked what could we do to help get this grant. Nutter asked if the school could have a crosswalk person out there. Drossen said that would be a school issue. Ms. DeRosier asked about the drop off along 229th. Voge said the paving company was supposed to be here today but with the rain they are looking at anywhere between Thursday to Monday. Nutter asked about putting in a speed bump along Rum River Blvd.

Richard Holen has property at 22973 Rum River Blvd., been watching the Rum River Blvd. project for some time. City should be more open to the wants of the citizens that live along the road. In regards the former flower shop there were 12 original parking spots. I would like to address the parking in front of the building, as it sits right now, it is unacceptable. We were not notified that the number of spaces would be reduced. My neighbor's house to the south is on a National Historical Registry. That street should have been treated with a little more respect. In my opinion, there has been some wrongs and flaws in the design and see what we can do about it before too long. Schaffer said we should bring in Matt Hysten and Voge to see what can be done to address your issues. Holen said he has approached the City Engineer. Voge said I have stopped and talked to Mr. Holen at Council member Brown's request regarding his concerns. The street was actually designed narrower than was originally presented. The parking was designed for parallel parking. We did contact Anoka County but it didn't work out for additional parking on their property. Holen said there is perpendicular parking all along the area, why not in front of the store. Holen said parallel parking is not an option. Voge said we can come back with different designs and the cost for the options.

Shirley Sundeen 22865 Rum River Blvd., asked when is the road going to be paved. Voge said he has been in contact daily with the paving company. They were supposed to be here today but with the rain, they are saying anywhere from this Thursday to next Monday.

8. Reports of Consultants & Staff Members:

a. Engineer: No report.

b. Attorney: Amendment to the Purchasing Policy: Lepak reported in the 2008 session, the legislature amended the uniform contracting law to increase the dollar threshold amounts required for each form of bidding. For City purposes, the minimum bid requirement that the statute applied to was \$10,000 before a contract had to be made by quotation or in the open market. This amount was increased to \$25,000. The threshold amount requiring sealed bids, direct negotiation or by obtaining two or more quotations for the purchase or sale when possible was increased from \$10,000 to \$25,000 and the upper threshold was increased from \$50,000 to \$100,000. In discussing

this with the City Administrator, we determined the Council should review its purchasing policy to determine whether the amounts in the policy should be updated. Dressen said as we have tried to in the past trying to keep up with the new regulations. Schaffer said he is not in favor of moving it up. Brown and Kane both stated they should keep up with the new regulations. MOTION BY BROWN SECOND KANE TO AMEND THE PURCHASING POLICY TO REFLECT THE PURCHASING AMOUNT SET OUT BY THE STATE OF MN IN 2008. Motion carried 3-1. Schaffer voting nay.

c. Staff: Fire Dept: No report.

Public Works: Items moved up to 6 e.

Liquor Store: No report.

Police Dept: No report.

City Administrator Report: Land Lease Advertisement Discussion: Hylan reported he has reviewed the farmland lease for the Isanti County property that was purchased for a future wastewater treatment plant site. Hylan is recommending to seek bids to rent this land for a three year lease and will work with the City Attorney on the language of the lease. MOTION BY BROWN SECOND KANE AUTHORIZE ADVERTISEMENT FOR BIDS IN LEASING THE ISANTI COUNTY FARM LAND FOR THREE YEARS. Motion carried 3-1. Schaffer voting nay.

9. **Reports from Council Members:** Schaffer approached two different companies. Kane said he talked to James Martinson, Northland Screw Products regarding some differences with Staab Construction.

10. **Report from Mayor:** Dressen said he was up early yesterday when he noticed a fire in Oak Grove and did observed the five fire departments worked very well together. Dressen said he noticed first hand that we do need a new tanker truck.

11. **Old Business: None**

12. **New Business: None**

13. **Adjournment:** The Regular City Council meeting adjourned at 7:22 pm.