

CITY OF ST. FRANCIS
ST. FRANCIS MN
ANOKA COUNTY

CITY COUNCIL MINUTES
MARCH 5, 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, Robert Bauer and Rich Skordahl.

Also present; Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), City Engineer Craig Jochum (Hakanson Anderson), City Planner Ben Gozola (Sambatek), City Administrator Joe Kohlmann, Community Development Director Kate Thunstrom, Police Chief Todd Schwieger, Fire Chief Dave Schmidt, Public Works Director Paul Teicher, and City Clerk Barb Held.

3. **APPROVAL OF AGENDA**

MOTION BY TVEIT SECOND BAUER APPROVING THE REGULAR CITY COUNCIL AGENDA. Motion carried 5-0.

4. **CONSENT AGENDA**

MOTION BY MUEHLBAUER SECOND SKORDAHL TO APPROVE THE CONSENT AGENDA ITEMS A- E AS FOLLOWS:

- A. City Council Minutes – February 20, 2018
 - B. Hire Albert Garza as St. Francis Fire Fighters contingent upon successful completion of all pre-employment testing
 - C. Ordinance 237, Second Series – Summary Publication Resolution 2018-10
 - D. St. Francis Lions – Temporary Liquor License for Pioneer Days June 8-10 @ Community Park/Fire Station
 - E. Payment of Claims \$107,776.14 (Check #'s 73844-73887)
- Motion carried 5-0.

5. **MEETING OPEN TO THE PUBLIC**

None

6. **SPECIAL BUSINESS**

None

7. **PUBLIC HEARING**

- A. Charter Amendments – Sections 4.05 and Section 7.06
Mayor Feldman open the public hearing 6:02 pm.

City Administrator Joe Kohlmann gave a brief update on the proposed section amendments before the council this evening.

Section 4.05 text amendment provides the City with more latitude on who can sign official documents. As it currently reads in the Charter, the Mayor would need to sign almost every document with the City Clerk attesting. With the number of documents the City signs, this is not practical and a wider latitude should be extended.

Proposed language amendment:

Section 4.05. Filing and Execution of Documents. Unless otherwise specifically provided, filing of all documents provided for in this Charter or the Ordinances of the City shall be at the administrative offices the City. All contracts with the City, Ordinances and Resolutions of the Council, and other documents, shall be executed in the name of the City and signed by the appropriate city officer such as the Mayor, Mayor Pro Tem, City Administrator or their designee and attested by the City Clerk: or their designee.

Section 7.06 text amendment allows the City Council to hear the budget as a primary item of business on the first regular meeting in September. MN Statutes have changed to allow cities to certify their preliminary levy by September 30th versus the previous requirement of September 15th. This does allow the Council one additional meeting to hear the budget and set the preliminary levy.

Proposed language amendment:

Section 7.06. Adoption of the Budget. The budget shall be the principal item of the business at the ~~first regular monthly meeting~~ first or second regular monthly meeting of the Council in September and the Council shall hold continued meetings from time to time until all the estimates have been considered.

With no public comment, Mayor Feldman closed the public hearing at 6:03 pm.

1. Ordinance 238, Second Series Amending Charter Sec. 4.05 and Sec. 7.06 (First Reading)

MOTION BY MUEHLBAUER SECOND TVEIT APPROVING THE FIRST READING OF ORDINANCE 238, SECOND SERIES AMENDING CHARTER SECTIONS 4. 05 AND SECTION 7.06.

Roll Call: Ayes: Tveit, Muehlbauer, Feldman, Bauer and Skordahl.

Nays: None

Motion carried 5-0

8. **OLD BUSINESS**

None

9. **NEW BUSINESS**

A. Woodhaven – Variance and Conditional Use Permit – Resolution 2018-11
City Planner Ben Gozola gave a detailed overview of his report on A.L.S.

Properties Woodhaven, LLC in their request to allow an expansion of approximately 55 new pads to the existing Woodhaven Manufactured Home Community on currently undeveloped land to the north of 234th Avenue NW – PID's 31-34-24-14-002 and 31-34-24-14-0001. Variances were also requested to allow two building pads closer than 75 feet to public right of way (Hwy 47) for lots 1 and 17.

Planning Commission approved all requests on a 4-2 vote the descending votes were concerned with the traffic on Cree Street because of the new revision due to MnDOT's denial of access on to Hwy 47.

Feldman stated mobile homes have come a long way with their architectural design. Feldman asked about the setback for side yard on the lots needing a variance. Gozola explained the side yard variance request. Any berms along Hwy 47, Feldman asked? Will the planting be enough to buffer them from Hwy 47. Gozola stated they were not considered because it is not in our current code. There also was discussion for emergency only access off Hwy 47.

Fire Chief Schmidt stated his vehicles are significantly heavier than a squad car. Discussion with Gozola to make it sure it can handle the weight and size. Hopefully Schmidt stated we will never have to use it.

Bauer asked about the current access off Hwy 47. MnDOT said with redevelopment they would not allow an access. Bauer asked if the trail would still be connecting this area to the west. It was noted it would still connect the east portion to the west.

Skordahl said at the Planning Commission, discussion was mostly on the traffic it is going to create on Cree Street. Don't think all the people are going to leave at the same time. My concern is we are adding more vehicles coming and going at an uncontrolled intersection at 233rd and Hwy 47. I would like the whole corridor along Hwy 47 reviewed. Emergency access/trail would need to be maintained in the winter. Good development, good make use of the land with no access granted off Hwy 47. No issue with the variance request either.

Tveit said I like the plan. Would be nice to have an access to the north at some point in time. In favor of the project and no problem with variance request.

Muehlbauer's concern is also with the traffic funneling to an uncontrolled intersection as Rich (Skordahl) said. Safety is a concern, wish MnDOT would be on board but I do not mind the plan.

Feldman said having a good Comp Plan is critical. Best usage for a land lock piece of land. All and all this is a good thing, not against it at all.

City Engineer Craig Jochum said our updated memo made the packet.

Tveit said the comp plan wants a variety of valued homes.

Mike Schrader, Crystal MN here with my father tonight, from A.L.S. Properties stated we have been here in the city for a long time. These homes will be in the \$80,000-\$100,000 price range. We did have a lot of discussions with MnDOT and the road access. We appreciate your support. Feldman thanked them for their work on this project.

MOTION BY BAUER SECOND TVEIT TO ADOPT RESOLUTION 2018-11 A RESOLUTION APPROVING A CONDITIONAL USE PERMIT AND VARIANCES TO ALLOW EXPANSION OF THE EXISTING WOODHAVEN MANUFACTURED HOME COMMUNITY.

Motion carried 5-0.

Feldman thanked Kate, Ben and Craig for working together with Woodhaven.

B. Auto Aid Agreement with Bethel Fire Department

Fire Chief Schmidt presented a proposed Auto Aid Agreement between St. Francis and the City of Bethel. This would be a mutual agreement between the fire departments to provide additional 24/7 coverage and support for both cities in the event of a structure fire or grass fire. Currently during the hours of 0500-1700 (5 am to 5 pm) we have an Automatic Aid Agreement in place with Oak Grove, Ramsey, East Bethel, Bethel and Isanti Fire District. We also currently have a 24/7 Automatic Aid Agreement in place with Isanti Fire District. This Auto Aid Agreement was approved by Bethel's city council last Thursday. Eventually we would like to develop this type of agreement with all the current 5 am to 5 pm cities.

Council agreed this is a good idea.

MOTION BY MUEHLBAUER SECOND TVEIT AUTHORIZING THE FIRE DEPARTMENT TO ENTER IN TO A 27/7 AUTOMATIC AID AGREEMENT WITH THE CITY OF BETHEL FOR STRUCTURE FIRE AND GRASS FIRE RESPONSE.

Motion carried 5-0.

10. MEETING OPEN TO THE PUBLIC

None

11. REPORTS

A. Councilmember Reports-

Tveit said he would like to say kudos to Anoka County Sheriff's Department with their when I totaled my care, drive safe.

Muehlbauer spent time with the police department to see how the department works a little more this past week. Also stopped at the fire department, I like what I see. Always room for improvements but like what I see.

Bauer visited the public works department to see the new wastewater treatment facility and also water treatment plant. Looking a different cost saving measures.

Skordahl said winter is not done yet. Roads here are quite nasty tonight. Thanked Feldman mentioning and stressing safety and signaling in our roundabouts. Saw one of our squad cars signaling going through the round about today.

Feldman stated the Spring Newsletter is out. Before you go out on Facebook, come to city council meeting or call staff if you have questions. We are here to serve you. Be safe and take the time to drive a little slower.

Kohlmann stated he has received a request for the snowmobiles to be able to park by the river, so this topic will be on the next agenda.

Meeting next Monday, March 12 at 6:00 pm, a work session is scheduled in the Community Center.

B. Upcoming Events -

- Mar 5 City Council Meeting @ ISD #15 Central Services Center 6:00 pm
- Mar 17 St. Francis Lions Easter Bingo @ SF American Legion 6:30 pm
- Mar 19 City Council Meeting @ ISD #15 Central Services Center 6:00 pm
- Mar 21 Planning Commission Meeting @ ISD #15 Central Services Center 7 pm
- Mar 24 St. Francis Lioness/Lions Easter Egg Hunt @ Community Park 10 am

12. ADJOURNMENT

There being no further business, Mayor Feldman adjourned the regular city council at 6:43 pm.

Barbara I. Held, City Clerk